

Longridge 2028

Neighbourhood Development Plan



Regulation 16 Submission Draft, January 2018

By 2028, Longridge will be regarded by its residents as a vibrant town in which to live, work and play, having retained its historic centre and its blend of urban and rural characteristics. The town centre will have a wide range of retail premises, attractive to both residents and visitors, with well-maintained highways that are free from congestion and supported by off-street parking facilities.

Residents will have access to a range of public services, healthy leisure activities and designated green spaces, whilst community facilities in the town will be improved and enhanced. Existing employment areas will be protected and opportunities for business expansion identified.

Any future growth will be proportionate to the size of Longridge and sustainable in terms of its impact on the existing local community, infrastructure and services.

Acknowledgements

This document has been developed and produced by the Town Council and a group of volunteers.

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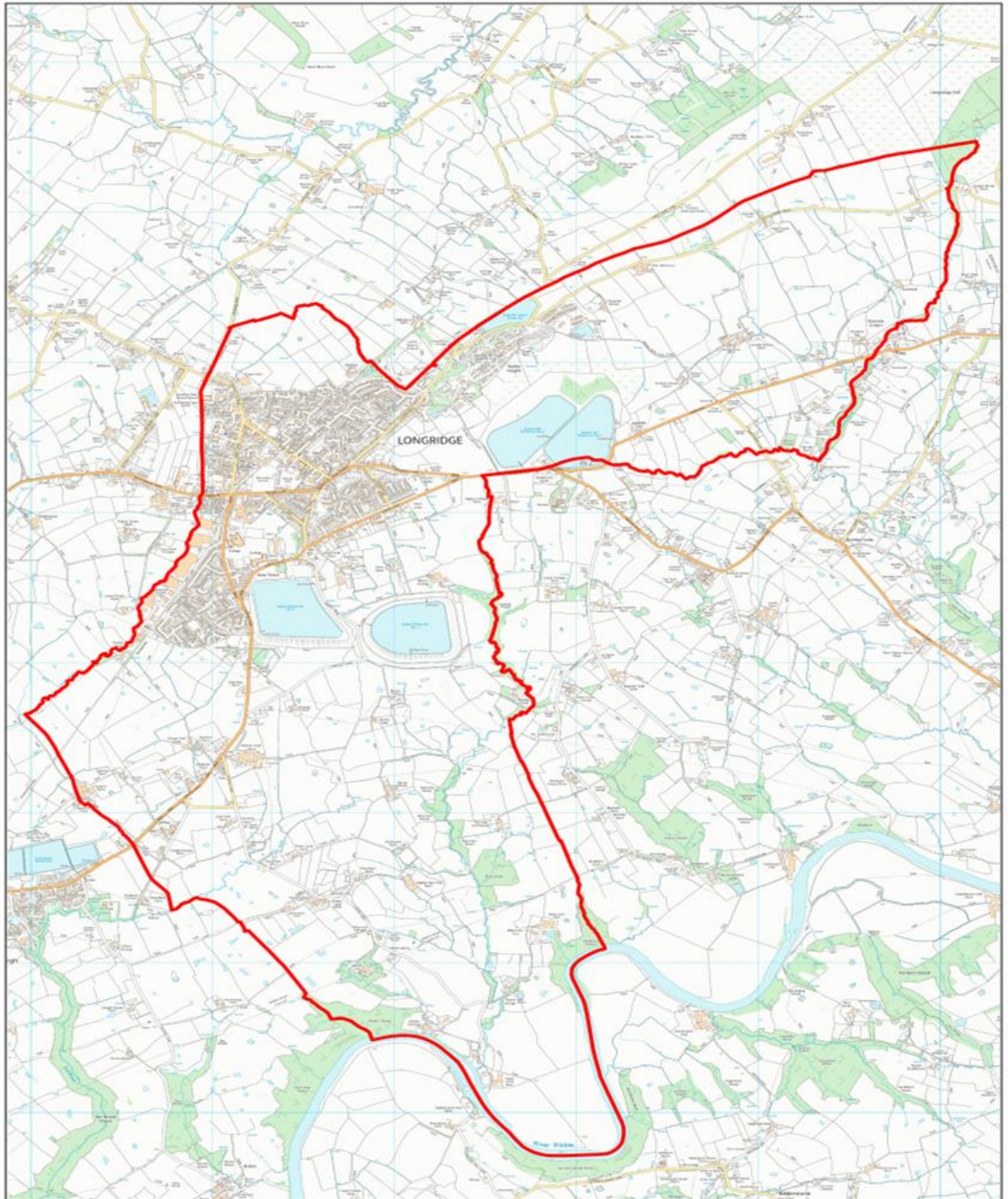
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Figure 1. Longridge Neighbourhood Development Plan Area (OS licence number 100057074)



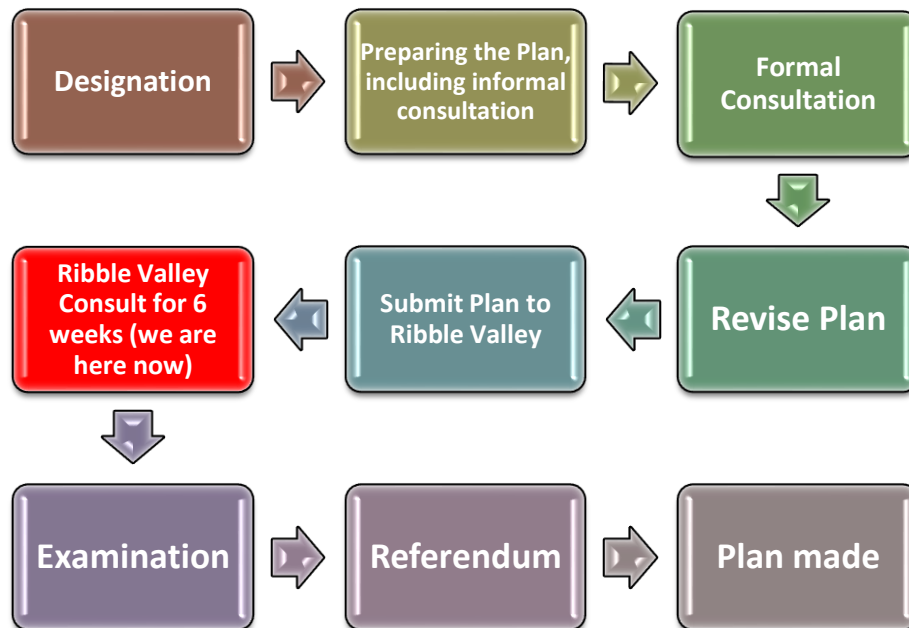
1

What is a Neighbourhood Development Plan and why do we need one for Longridge?

- 1.1 The Localism Act 2011 introduced significant reforms to the planning system in England to give local communities more say in shaping future development in their area. The most significant reform gave local town councils the power to prepare a neighbourhood development plan for their area.
- 1.2 Longridge Town Council decided it was essential to use this new power. Particularly because Longridge faces such significant development pressure in the coming years with over 600 extra homes to be found in the town on top of those already approved. This will have a significant impact on the town, residents and businesses. The Longridge Neighbourhood Development Plan (LNDP), therefore, gives the community a powerful opportunity to help shape this future development; what it looks like; the supporting infrastructure; how it integrates and benefits all those with a stake and interest in the area; and how it takes in to account and conserves and enhances our existing natural and built heritage that goes to make Longridge distinct.

- 1.3 The Town Council, therefore, as a qualifying body applied for the whole town council area to be designated a neighbourhood area. Longridge was approved as a neighbourhood planning area by Ribble Valley Borough Council in September 2013. This designation has allowed the local community to come together, through the preparation of this neighbourhood development plan, to set out how the future development of the area should be shaped up to 2028.
- 1.4 The neighbourhood plan area is shown in Figure 1.
- 1.5 When complete the Longridge Neighbourhood Development Plan (LNDP) will become part of the statutory development plan and will be used to help determine future planning applications in the Longridge Town Council area.
- 1.6 To take effect, a neighbourhood development plan requires the support of a simple majority in a referendum of the neighbourhood. The full plan preparation process is shown in Figure 2.
- 1.7 The LNDP was being published for the six-week Regulation 14 consultation from 17th October 2016 to 28th November 2016. A number of representations were received and the LNDP has been revised to take account of some of the comments made, for a more in-depth summary of the responses and the agreed revisions see the Consultation Statement that accompanies this Submission LNDP.
- 1.8 The Submission LNDP is now being consulted upon by Ribble Valley Borough Council. Copies of the plan are available at [insert] and comments can be made by [insert]

Figure 2. The Neighbourhood Development Plan Preparation Process



What Is in The Longridge Neighbourhood Development Plan (LNDP)?

1.9 The Plan is for the Town Council area as a whole and looks at a wide range of issues, including:

- Housing
- Employment
- Local services
- Shops
- Community Facilities
- Landscape
- Heritage

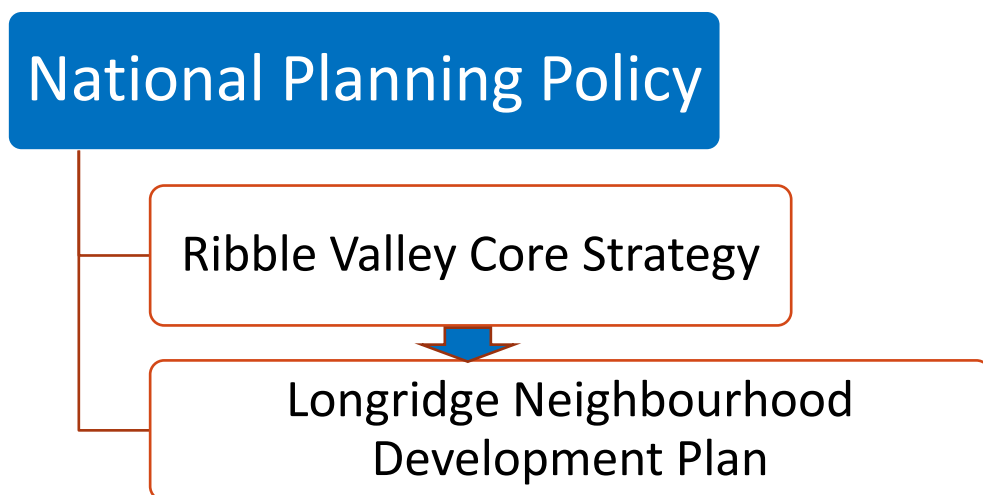
What Period Does the Longridge Neighbourhood Development Plan Cover?

1.10 The Ribble Valley Core Strategy plan period runs to 2028 and in order to align with the strategic policies of this plan, the LNDP covers the same period.

What other things do we have to take account of?

- 1.11 The LNDP sets out a series of policies that once made will be used to guide development by allocating land, and will be used to help determine future planning applications. This important legal position means that not only does the LNDP have to follow the process set out in Figure 2 it also has to have regard to national planning policy and to be in “general conformity” with the strategic planning policies set in the Ribble Valley Core Strategy. Altogether the Longridge Neighbourhood Development Plan and the Local Plan will form the development plan for the area, see Figure 3.

Figure 3. The Longridge Neighbourhood Development Plan in Relation to Other Plans



2

Preparing the Longridge Neighbourhood Development Plan

- 2.1 The Draft Longridge Neighbourhood Development Plan has been prepared by a Steering Group of volunteers and town councillors. This chapter sets out in more detail the work to date: the evidence; consultations and decision-making so that anyone with an interest in the future of the area can see how the plan has been developed.
- 2.2 The timeline below sets out the progress so far in preparing the Longridge NDP.
- 2.3 The Town Council initiated the Longridge NDP and a Steering Group was formed in October 2014. This Group comprises a mix of Town Councillors and volunteers with representatives drawn from a range of local groups. The Steering Group has produced this NDP in accordance with the Neighbourhood Planning Regulations and in consultation with the Longridge community, businesses and landowners.
- 2.4 The evidence base for the Neighbourhood Development Plan includes a wide variety of technical documents. These are summarised in the *Planning Policy Assessment and Evidence Base Review* that accompanies this plan.
- 2.5 In order to build up an evidence base for the LNDP the Steering Group also undertook the following steps:
 - A review of existing evidence;
 - Identification of gaps in the evidence base;
 - Compilation of new evidence; and

- Analysis of evidence.

2.6 We also carried out a questionnaire survey that asked how strongly people agreed or disagreed with the following statements:

Settlement Definition

“It is important that there is proper separation between the neighbouring settlements. In the past this has been termed Green Belt. We wish to see undeveloped land between us and our neighbours on all sides.”

Landscape

“We recognise that our community is situated in an area of high landscape value on the edge of Forest of Bowland Area of Outstanding Beauty. Although there are no formal landscape designations we value our rural surroundings and the way the settlement fits into it. It is essential that this landscape is retained as far as possible whilst acknowledging the need to accommodate some development on our boundaries as the landscape value is vital to our economic and social capital.”

Heritage Assets

“In common with the landscape Longridge has a wealth of heritage assets retained from our agricultural, milling, quarrying and railway past. These assets should be conserved, retained and enhanced wherever possible”

Housing Provision

“We recognise that Longridge has to bear some of the burden of the provision of new homes within the Borough. We should be ensuring that we mitigate the impact of the development so that they can be absorbed into the landscape and the infrastructure without serious detriment to the physical and social capital of the community.”

Housing Balance

“We need to help to identify the appropriate balance of housing provision for our community. This should take into account size, type of ownership, style (e.g. flat/terrace/detached/bungalow). We recognise that the Borough is the statutory housing provider but that we can influence and be involved in provision potentially through the introduction of community assets and innovative finance. We will promote the regular use of housing needs surveys to keep up-to-date.”

Affordable Housing

“In common with many communities in Ribble Valley and rural Lancashire Longridge requires more affordable housing for young and old and families alike. We should continue to press for affordable elements to be included in larger development planning permissions and also to seek out smaller bespoke opportunities for such provision.”

Business and Employment Development

“Longridge has a strong business community and in particular a culture of start-ups. We should press for space to allow local people to run businesses in Longridge and to encourage the employment of local people in them. Residential development must be accompanied by business space provision.”

Planning policy should encourage economic activity and provide for the potential for more space for expansion as business grows.”

Development of Retail

“Longridge has a vibrant and innovative retail offer. We should strive to maintain and even enhance the wide range of shops that help attract people to the town. Currently, there is a good mix of sizes and location of retail premises enabling expansion and contraction of business within the town. This needs to be retained and supported where at all possible..”

Community Facilities and Services

“In the last 10 years the community has taken control of not only the Civic Hall but also the Community Gym. The Social Enterprise company also runs the Station Buildings for the benefit of the town. This spirit should be nurtured, supported and where appropriate added to and improved to ensure a vibrant, efficient and relevant set of services are provided by and for the community. This could include: the expansion of the Civic as a community hub to include facilities for the young, old, library, care, clubs, provision of our own stock of affordable housing.”

Visitor Economy

“We should strive to ensure that visitors are welcomed and encouraged to spend in our community. There is a perception that there is a shortage of hotel accommodation in the area. We should encourage the provision of more within our own community. Longridge can claim to be the gateway not only to the Ribble Valley but also the southern Dales. We should make more of our location.”

Transport Considerations

“Longridge is very well served by public transport to Preston. Much of the community looks to Preston for services and we should ensure that the provision is maintained and enhanced to meet the inevitable increase in demand. Public sector service planners should be reminded of this unusual position within Ribble Valley.”

Education

“Longridge has a wide range of educational and child care facilities and we should strive to maintain this provision. These schools have very strong links with the community and they should be maintained in order to keep up standards and provide a strong basis for the future empowerment of the town. We should strive to ensure that our young people have the option to be educated within our community.”

Neighbouring Communities

“Longridge has strong economic and social ties with our urban neighbours in Preston City Council area, not least because of the physical connectivity with the built up areas off Whittingham Lane to the west. Longridge also has similar ties with the smaller communities on the other boundaries and we should continue to recognise our mutual dependence. We need to ensure that this is recognised in service provision and planning in general”

A summary of the questionnaire results are presented below. [By clicking on each issue](#) you can see the detailed question we asked and a more detailed summary of the responses made, including the number of responses to each question. Overall, there was strong backing (95% either Strongly Agree or Agree) for the Council's position on the issues. This has informed the preparation of this draft Neighbourhood Plan.

Percentages	Strongly Agree	Agree	Disagree	Strongly Disagree	No Answer	Total %
Settlement Definition	88	10	2	0	0	100
Landscape	84	13	2	1	0	100
Heritage Assets	73	23	3	0	0	100
Housing Provision	73	20	3	3	1	100
Housing Balance	61	35	2	2	0	100
Affordable Housing	66	23	5	5	1	100
Business & Employment	58	32	5	3	2	100
Development of Retail	70	28	2	0	0	100
Community Services and Facilities	70	26	3	0	2	100
Visitor Economy	57	35	3	3	4	100
Transport	70	28	1	0	1	100
Education	77	20	1	0	2	100
Neighbour Communities	63	34	0	1	2	100
Overall %	70	25	2	1	2	100



Longridge Cricket Ground

3

Longridge Profile

Introduction

- 3.1 Longridge is a small town within the administrative area of Ribble Valley Borough Council, with a population of 7,491 people (Census 2011). It is situated below the southern end of Longridge Fell - a three-mile ridge, which ends in Jeffrey Hill and marks the northern side of the rolling agricultural land that forms the valley of the River Ribble. The town is also on the edge of the ancient Forest of Bowland, which was designated as an Area of Outstanding Natural Beauty (AONB) in 1964, and it lies within National Character Area 33: Bowland Fringe and Pendle Hill as defined by Natural England.
- 3.2 Longridge has parts of its historic centre designated as conservation areas and is surrounded by a transitional rural area, leading up to the dramatic moors of the Bowland Fells. This is attractive, well-kept agricultural land with important hedgerow and tree features, and the close proximity of all parts of Longridge to such appealing open countryside is a great asset to the town. Water supplies in the general area are plentiful, with a number of streams draining from the surrounding fells.
- 3.3 Clitheroe, the main market town in the area, lies some 11 miles to the east and the City of Preston some 7 miles to the south west.

Early Development

- 3.4 The town began to develop over 500 years ago as a small settlement around St Lawrence's Church on Chapel Hill. Prior to that no township existed and the sparsely populated parishes of Dilworth and Alston & Hothersall consisted of much waste ground and a few scattered settlements. Yates's map from 1786 is the first to show any recognisable settlement, with St Lawrence's set amongst a network of roads running off in all directions from a settlement called 'Fell End' (Figure 4). There are a few other buildings shown in the same area and ribbon development on either side of the main Preston to Clitheroe road, going north towards what is now Fell Brow.

Figure 4. Longridge Yates's map of 1786



Development of the 19th Century Town

- 3.5 Longridge was not considered a town until the latter part of the nineteenth century and, despite having a thoroughfare called 'Market Place', there are no records of a market of any size taking place in the vicinity. At this time Baines calls Longridge, a 'large,

thriving stone-built village', where cattle fairs took place three times a year.



St Lawrence's Church

- 3.6 The 1801 census recorded almost 1,200 inhabitants in the two parishes of Dilworth and Alston & Hothersall, but this grew rapidly to over 1,900 by 1821. Expansion was mainly limited to the Market Place, where the main Preston to Clitheroe road continued as King Street and then High Street. This part of the town contained three butchers' shops, a saddler's, two other shops, two warehouses and a school, as well as a weaving shop and a loom shop. By this time growth around St Lawrence's church had stagnated, but to the south west a separate settlement had developed, called New Town, which increased the size of Longridge by 20% between 1825 and 1840 (see 'Cottage Industries' below).

Cottage Industries

- 3.7 Farming was still the main industry and the Longridge area consisted of a patchwork of farms centred on a 'fold', where the farmer and his workers lived together in the same group of buildings. An example of this is Sharley Fold off the top of Berry Lane. Farm diversification led to the brewing and selling of ale in farms located on the main roads, and these eventually became public houses. Slaughterhouses, butchers and provender merchants all became established in the town to service the local farms.

- 3.8 By the end of the 18th Century many families supplemented their farming income by making goods in outbuildings or rooms within their homes. Most wove cloth on handlooms and this resulted in three groups of cottages with workshops being developed. The first was 'Club Row' on Higher Road where a terrace of 21 cottages was constructed from 1794 to 1804, each with a basement for one or two handlooms. Further terraces were built on King Street, between 1800 and 1814, with basements for handlooms and stone sheds for nail makers to house their forges. The last development of 37 cottages and workshops was at 'New Town' between 1825 and 1845, which was half a mile from the main settlement.



Club Row

- 3.9 The great demand for Longridge sandstone in the rapidly expanding towns of Lancashire led to large quarries being developed in the early 19th Century. Mainly located on rising ground to the north east of the town centre, these quarries provided high quality building blocks for many prominent buildings in the county. The difficulty in transporting this heavy material was greatly improved with the opening of a railway to Preston in 1840 and by 1870 about 400 men were employed in the industry. Numbers declined progressively until the last quarry closed in the 1940's.
- 3.10 By 1848 a steam hauled passenger service was running between Longridge Station and Deepdale, Preston. There was also a goods yard on the opposite side of Berry Lane and rail lines began to serve the textile mills that developed over the next 30 years. The railway

prospered until bus competition caused withdrawal of the passenger service in 1930, with the goods service following in 1967.

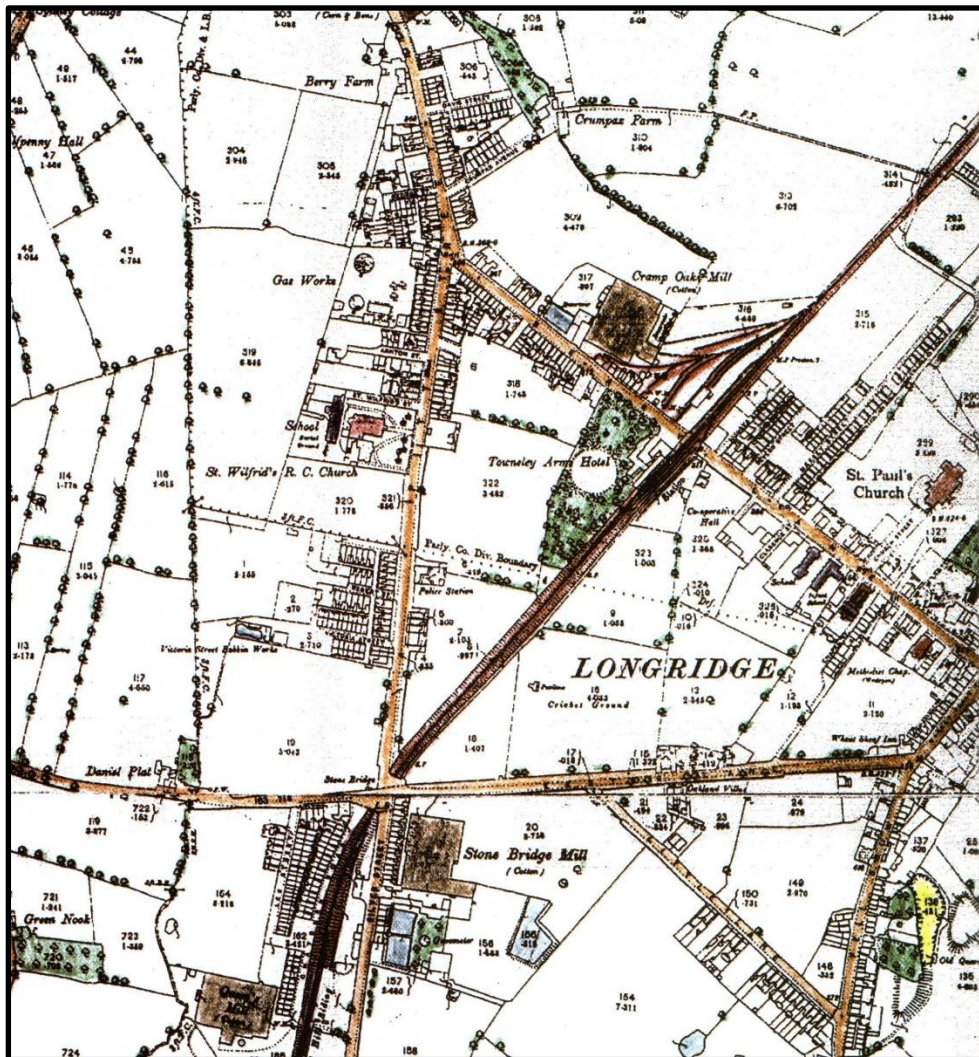


Berry Lane

- 3.11 The advent of the railway saw other industries opening in Longridge - including four large steam-powered cotton mills and brass and iron foundries. Rows of terraced houses were built for the workers at Stonebridge and on new streets constructed off Berry Lane. This led to substantial growth over the second half of the nineteenth century - transforming Longridge from a thriving village to a fully-fledged town. The 1841 census recorded 1,006 people living in 191 houses, but by the 1881 census this has almost trebled to 2,975 people in 689 houses.
- 3.12 Longridge was finally formed into an ecclesiastical parish in 1861. It became a Local Government District in 1883 and an Urban District Council in 1884. At this time, almost 70% of the workforce was employed in the cotton industry; 20% in the stone extraction industry; and less than 10% in agriculture.

Figure 5. Longridge 1892

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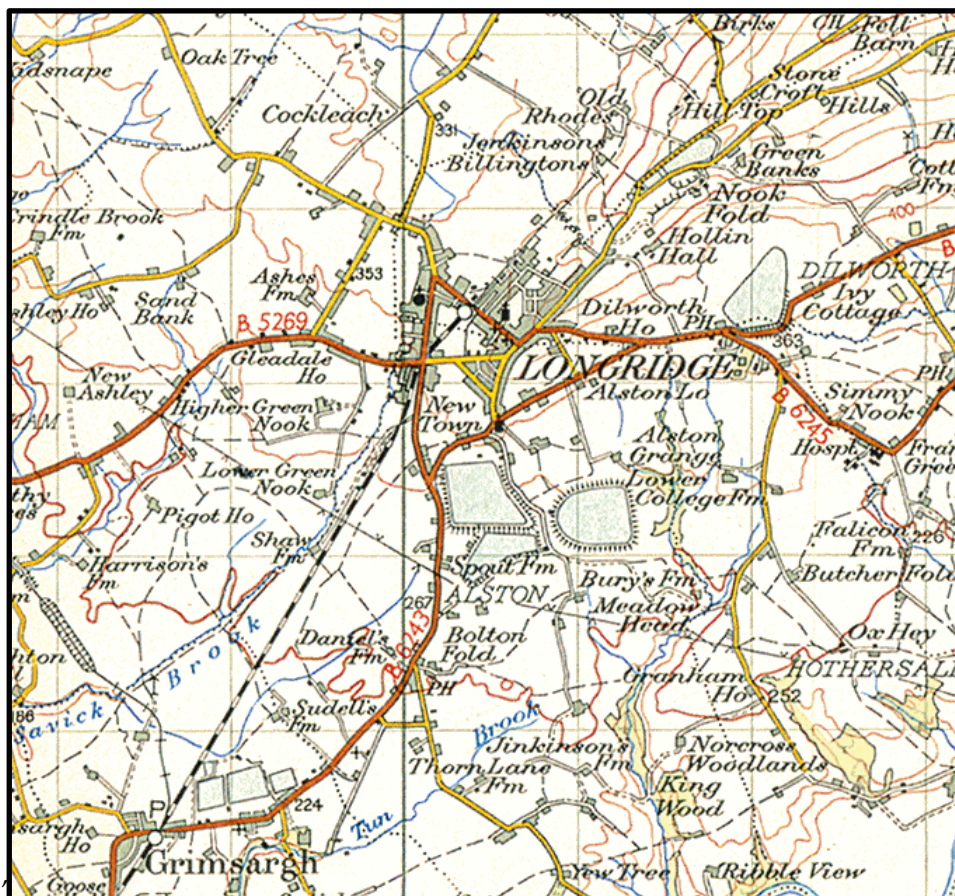
20th Century Development

- 3.12 Many of the traditional industries of Longridge declined or ceased altogether during the 20th Century. Following the final closure of the railway in 1967, the former line has been largely built over and the quarries and textile mills that it served have either found alternative uses or been cleared for development. The last quarry closed just after World War II - although one opened briefly to supply stone for motorway building in the 1970's - and the former quarries at Tootle Heights now house a caravan park. The only cotton mills remaining are Queen's Mill and parts of Stone Bridge Mill.

- 3.13 Reservoirs were built on the outskirts of Longridge by Preston Corporation in 1906, 1931 and 1956 to serve growing demand caused by the rapid expansion of Preston. Longridge itself experienced a period of housing growth in the 1950's, when national housing shortages after World War II led to the development of three council housing estates at Jeffrey Avenue, Queens Drive and Beech Drive. This was followed by housing expansion on the northern, eastern and southern periphery of the town during the 1960's and 1970's, with similar expansion to the north and south in the 1990's.

Figure 6. Longridge in the 1950's

Reproduced by permission of the Ordnance Survey



Longridge in the 21st Century

- 3.14 Modern Longridge continues to grow and the 2011 Census population of 7,491 is double the number of residents in 1950, as many people have moved into what is now a thriving small country town. The Census also shows that 46.7% of Longridge residents were aged over 45, compared to 44% for Lancashire as a whole. The high

proportion in the town shows its increasing attractiveness for retirement and the need to provide suitable accommodation for residents reaching old age. Figure 7 also shows that almost 30% of Longridge residents were aged under 25 – an indication that in the future there will be a need for more affordable housing to retain these individuals in the locality.

Figure 7. Longridge Population 2011

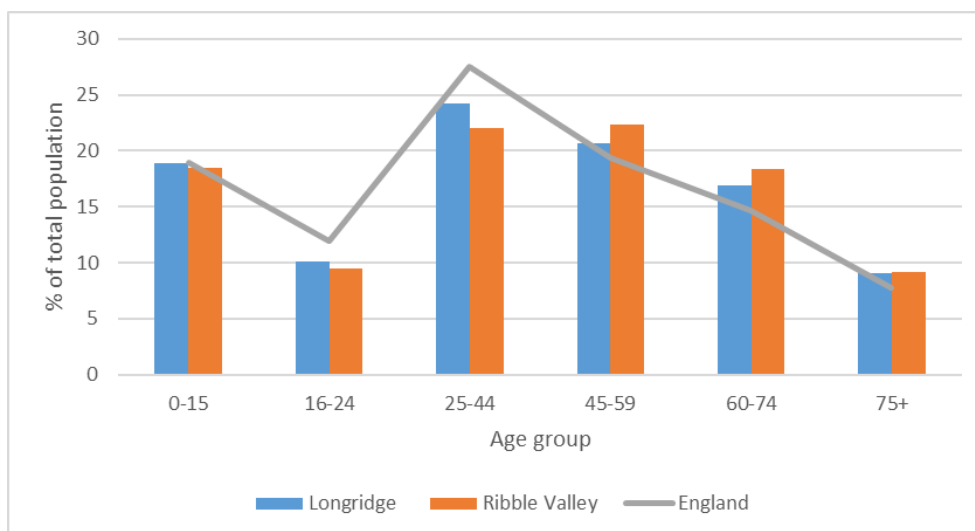


Table 1. Housing Mix, 2011 Census

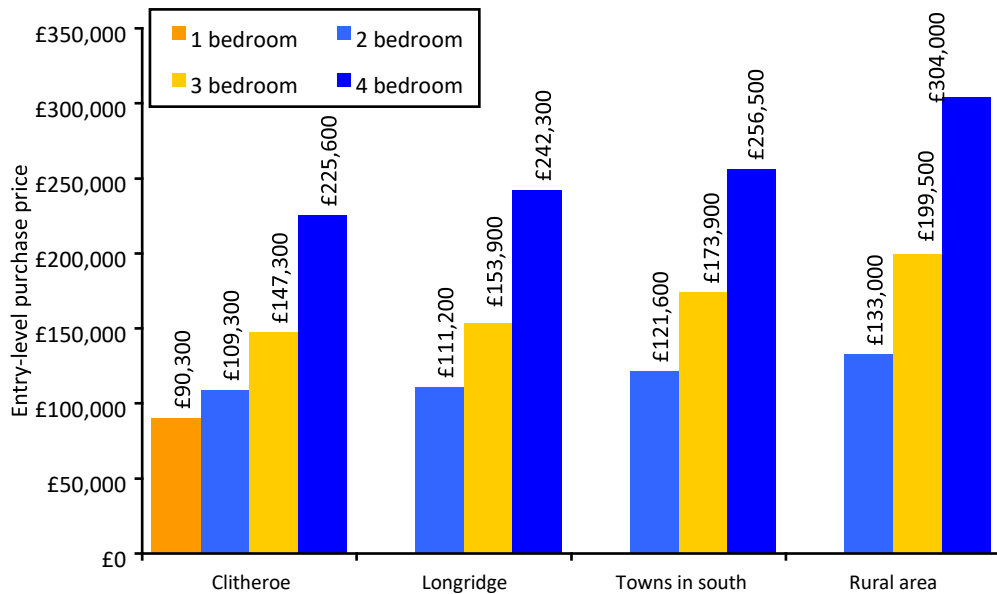
Housing Type	Longridge %	Ribble Valley %	Lancashire %	England %
<i>Detached house / bungalow</i>	24.4	31.5	31.9	22.3
<i>Semi-detached house / bungalow</i>	31.6	28.4	33.2	30.7
<i>Terraced</i>	33.6	30.9	31.5	24.5
<i>Flat, maisonette or apartment</i>	9.4	8.0	12.6	22.1

3.16 Table 1 shows that Longridge has a higher proportion of terraced dwellings than in the Ribble Valley, Lancashire; but a lower proportion of detached dwellings. This mix will change in the coming years as developers plan to build predominately larger, detached homes. Affordable housing is required to balance this housing mix and with only four communal establishments catering for the elderly, any increase in this age group will require further suitable accommodation to be provided.

3.17 Longridge is considered to be one of four house price sub-markets in the Ribble Valley. Evidence from Ribble Valley’s Strategic Housing

Market Assessment (SHMA) in 2013 showed that prices were comparable with those in Clitheroe but less than in the “rural area” market of the Ribble Valley (Figure 8).

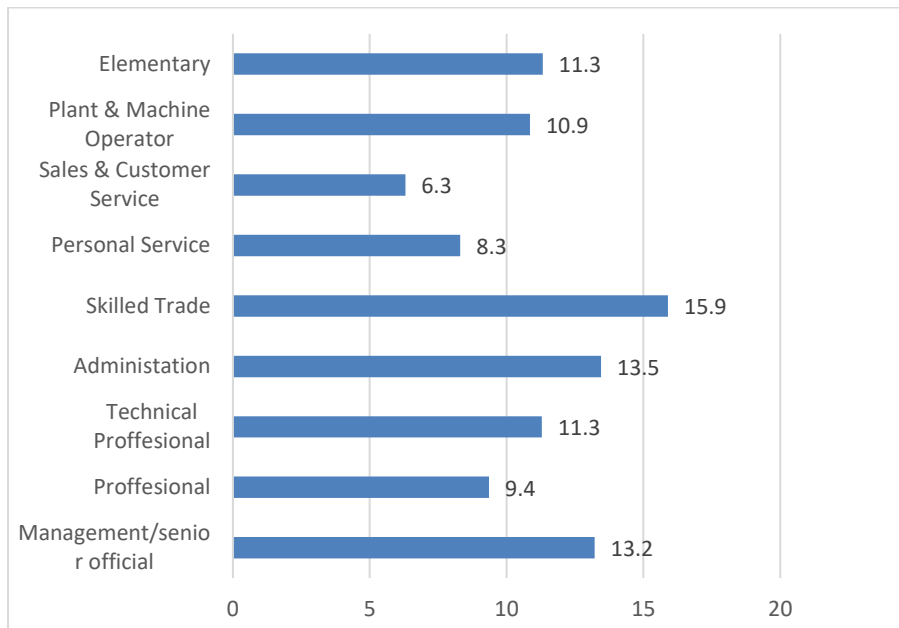
Figure 8. House Prices in the Ribble Valley Sub Markets (source: Ribble Valley Housing Market Assessment 2013)



3.18 Longridge is a service centre for the surrounding area and Berry Lane contains an expanding range of retail and office premises, many of which have opened since the turn of the century. Tourism is having an increasing influence on the nature of these local services, as the attractiveness of the Forest of Bowland AONB becomes better known. The surrounding rural area now caters for an ever increasing number of visitors, with better accommodation provision; improved visitor attractions and clearer way-marking of walking routes. Longridge is widely viewed as a gateway to this area.

3.19 A total of 3,997 Longridge residents were in employment in 2011 and the Census breakdown is shown in Figure 9 below. This shows a good overall mix, with the professional and managerial occupations particularly well represented - accounting for 25% of the total (Ribble Valley 34% and England 28.4%). There is also a high level of skilled workers, which is likely to be due to the presence of the BAE Systems Military Division factories at Samlesbury and Warton, with a significant local supply chain in the locality.

Figure 9. Occupation by Skill Level, 2011 (Source: 2011 Census)



3.20 Longridge has a number of well-established employment areas including industrial and trading estates. This accommodation ranges from older mill buildings through to more modern units. These provide vital sources of local employment and their retention would help retain a more balanced, sustainable community: a community that has a reasonable mix of employment, housing and service uses. The *Ribble Valley Employment Land Study 2013* recommends that the Shay Lane Industrial Estate is protected as a “key employment site”. This study found that available industrial floorspace in Longridge is very limited and at the time there was no available industrial land.

3.21 Travel to work data from the 2011 Census confirms that the vast majority of Longridge residents work outside the town – the main daily flows being to Preston and Blackburn. Extensive employment areas have been developed near Junction 31a of the M6 at Preston and these are within 20 minutes journey time from the town by either car or local bus services. There is also an increasing number of residents travelling to work further afield in the North West region, due to this ease of access to the motorway network. Local employment is predominantly in the service sector, mainly retail, although there are manufacturing, building and haulage companies based in the town centered on the Shay Lane Industrial Estate.

3.22 Public transport is limited to local bus services, which consist of a very frequent and efficient service to Preston by Stagecoach and

much more infrequent services to Blackburn, Clitheroe and Garstang. These latter routes also serve a number of surrounding villages. Longridge commuters rely heavily on private transport, with over 70% using a car or van as the method of journey to work at the time of the 2011 Census. The Census also showed over 40% of households in the town owning two or more cars or vans, which is above the average for Lancashire as a whole.

4

Vision and Objectives

Vision

By 2028, Longridge will be regarded by its residents as a vibrant town in which to live, work and play, having retained its historic centre and its blend of urban and rural characteristics. The town centre will have a wide range of retail premises, attractive to both residents and visitors, with well-maintained highways that are free from congestion and supported by off-street parking facilities.

Residents will have access to a range of public services, healthy leisure activities and designated green spaces, whilst community facilities in the town will be improved and enhanced. Existing employment areas will be protected and opportunities for business expansion identified.

Any future growth will be proportionate to the size of Longridge and sustainable in terms of its impact on the existing local community, infrastructure and services.

- 4.1 To achieve our vision, we have identified six objectives for the LNDP.

OBJECTIVE 1 – To help manage future housing growth in Longridge

OBJECTIVE 2 - To ensure a suitable level of infrastructure is in place

OBJECTIVE 3 – To protect local character, heritage and landscape

OBJECTIVE 4 – To maintain and enhance local shops and services

OBJECTIVE 5 - To protect and enhance community facilities

OBJECTIVE 6 - To protect and enhance local employment opportunities



View from Green Bank Park

5

Policies and Proposals

- 5.1 This chapter of the LNDP sets out the planning policies and proposals that will be used to help us achieve our vision and objectives. Each policy is set out under the appropriate objective. So for example under the objective – “**OBJECTIVE 3 – To protect local character, heritage and landscape**” we have a set of policies to address these issue. The policies in the LNDP are intended to form part of the development plan for Ribble Valley and they should be read alongside other adopted development plan policies particularly those in the Core Strategy. To help with this the Background/Justification section accompanying each policy lists out the most relevant related Core Strategy policies. It must be stressed this is not exhaustive and the development plan must be read as a whole.

OBJECTIVE 1 – To help manage future housing growth in Longridge

- 5.2 The level of housing growth in Longridge has been set through the Ribble Valley Core Strategy. By 2028 a minimum of 1,160 new homes will be built in Longridge.
- 5.3 The LNDP cannot change this position but we can through the neighbourhood plan influence the type of development on future housing sites in Longridge. The following policies have been developed to do this.

POLICY LNDP1 – SECURING A SUITABLE MIX OF HOUSE TYPES AND SIZES IN NEW DEVELOPMENT

In line with Core Strategy Key Statements H2 and H3 a suitable mix of housing will be required to meet future household requirements and local needs. The final proposed mix of houses on all sites should be developed by holding pre-application consultation with the Town Council in advance of planning approval being granted.

Background/Justification

- 5.4 Ribble Valley Core Strategy Key Statement H2 states that planning permission will only be granted on sites when a suitable mix of housing is provided. That mix will be determined by identifying future household requirements and local housing needs. In Longridge, Key Statement H3 seeks to secure 30% affordable housing on sites of 10 or more dwellings, or sites of 0.5 hectares irrespective of the number of dwellings.



- 5.5 The Town Council are keen to ensure that local people's concerns about the range and type of housing in new developments are addressed. Consultation on this plan, and responses on past planning applications, reveals consistent concerns that the range and type of housing proposed does not always address what local people

identify as suitable for the neighbourhood area. This is particularly the case with regards to affordability and availability of new housing for older and younger people. To help address this concern and to help deliver a locally informed mix of housing on development sites Policy LNDP1 requests that developers consult the Town Council on the mix of dwellings in their proposal prior to planning applications being submitted. The latest Ribble Valley and Ribble Valley Housing Allocations Policy is also included in Appendix D for information and to help local people have a better understanding of how the allocation policy works.

- 5.6 Up to date evidence, at the present time the results of the latest Longridge Housing Needs Survey 2013 should be used to inform dwelling mix; along with other relevant published and future studies such as the *Ribble Valley Strategic Housing Market Assessment 2013*.

Relevant RVBC Core Strategy Policies: H2 Housing Balance; H3 Affordable Housing; DMG1 General Considerations; DMG2 Strategic Considerations.

POLICY LNDP2 – AFFORDABLE HOUSING

On development sites of more than 10 dwellings, or sites larger than 0.5 hectares, a minimum of 30% of affordable housing should be provided.

This provision should include a range of tenures and types of homes to help meet identified housing needs in the neighbourhood area, for example by including Lifetime Homes, and properties suitable for older people and people with mobility problems (e.g. bungalows) and properties suitable for first time buyers.

Background/Justification

- 5.7 Ribble Valley Core Strategy Key Statement H3 seeks 30% provision of affordable housing in Longridge on sites with 10 or more dwellings, or sites larger than 0.5 hectares.

- 5.8 Policy LNDP2 seeks to ensure that a proportion of this housing goes to meet the needs of the growing older population and the needs of those struggling to find suitable starter homes.
- 5.9 This policy will be implemented using the existing cascade system used by Ribble Valley for housing nominations (Appendix D) and the guidance set out in Ribble Valley's *Addressing Housing Need* document.

Relevant RVBC Core Strategy Policies: H3 Affordable Housing; DMG1 General Considerations; DMH1 Affordable Housing Criteria.

OBJECTIVE 2 - To ensure a suitable level of infrastructure is in place

- 5.10 Significant growth in the area in the future will place extra strain on existing services and infrastructure. To ensure that this is dealt with adequately the following policies will be used when assessing planning applications.

POLICY LNDP3 - INFRASTRUCTURE FOR NEW DEVELOPMENT

Any additional infrastructure needs generated by proposed new development should be addressed before planning approval is granted. Where necessary planning conditions will be used to ensure that infrastructure is appropriately phased and in place to meet any need arising from a development and the phases of that development.

In particular, the following priorities will be taken in to account when assessing proposals along with those listed in Core Strategy Policy DMI1 Planning Obligations.

- a) Site access and the need for any additional road capacity and public transport provision;**

- b) **New infrastructure to ensure the development is accessible by foot and by cycle;**
- c) **Surface water drainage and improving water quality by using sustainable urban drainage SuDs;**
- d) **Improvements to the waste water and sewerage system; and**
- e) **The need for any additional capacity in local services such as health and schools.**

Background/Justification

- 5.11 Longridge will change significantly over the period of the neighbourhood plan (to 2028). Local people are concerned about the impact new development will have on existing infrastructure. Policy LNDP3 will ensure that highway issues, traffic, access by foot and cycle, drainage and impact on local services is properly assessed before development is permitted. The policy also aims to see planning conditions used so that infrastructure is in place to meet any needs arising from a development during its construction. The public perception is often that development secures planning permission but infrastructure needs arising from that development are not met until the development is nearing or has been completed.
- 5.12 Paragraph 45 of *National Planning Practice Guidance* allows neighbourhood plans the scope to consider what infrastructure needs to be provided in their neighbourhood area. Policy LNDP3 seeks to ensure that where additional infrastructure is needed to enable sustainable development to take place in Longridge it is identified and incorporated in proposals.
- 5.13 In developing LNDP3 we have engaged infrastructure providers (including the utility companies, transport infrastructure providers and local health commissioners) in the preparation of the LNDP. The views of those bodies that have responded at Regulation 14 consultation stage are contained in the Consultation Statement that accompanies this Submission Plan.

Relevant RVBC Core Strategy Policies: DMI1 Planning Obligations; DMI2 Transport Considerations; DMG1 General Considerations; DMG2 Strategic Considerations; DMG3 Transport and Mobility.

POLICY LNDP4 - DEVELOPER CONTRIBUTIONS AND COMMUNITY INFRASTRUCTURE LEVY

Developer contributions will be sought, where appropriate and relevant, and Community Infrastructure Levy receipts used towards the delivery of the following priorities within the neighbourhood plan area.

- a) Highway improvement schemes to promote the safety of pedestrians and cycle users;**
- b) Traffic calming measures, pedestrian priority schemes and the reduction in traffic speeds on routes through the town centre;**
- c) Increasing public and community transport to and from the town centre and surrounding areas;**
- d) Enhanced provision of cycle routes to and from the town; and**
- e) The provision of new and enhancement of community facilities and projects, including those listed in Policy LNDP13.**

As well as the priorities in LNDP4 proposals will also be assessed against the criteria listed in Core Strategy Policy DMI1 Planning Obligations.

Background/Justification

- 5.14 As more development comes to Longridge there will be opportunities to minimise impacts and secure benefits for the wider community through planning obligations and the Community Infrastructure Levy (CIL). The neighbourhood plan gives the perfect opportunity to identify infrastructure and community priorities for how any CIL that becomes available to the Town Council could be spent.

Relevant RVBC Core Strategy Policies: DMI1 Planning Obligations; DMG1 General Considerations; DMG3 Transport and Mobility.

OBJECTIVE 3 – To protect local character, heritage and landscape

- 5.15 It is essential that with such significant change proposed for the Longridge area that this change does not destroy the existing character or the built and natural heritage assets that make the area so special.
- 5.16 The neighbourhood plan will, therefore, seek to protect those elements of the local area that give it its character and that are integral parts of its natural and build heritage.



We need to promote better design

POLICY LNDP5 – LONGRIDGE DESIGN PRINCIPLES

All new development proposals will only be supported when they are of good design that responds positively to the local character and distinctiveness of the surroundings. Proposals will be supported when they:

- a) Conserve and enhance the locally distinctive built, historic and natural environment;**

- b) Are designed to take account of site characteristics and surroundings, including:**
 - i. Layout – the predominantly green appearance of the area to be maintained with appropriate green space and planting of trees and shrubs;**
 - ii. Siting;**
 - iii. Scale;**
 - iv. Height;**
 - v. Proportions and massing;**
 - vi. Fuel efficiency;**
 - vii. Architectural detailing;**
 - viii. Landscaping;**
 - ix. Materials; and**
 - x. For domestic extensions these should be designed to appear an integral part of the original design of the house.**
- c) Have no significant adverse impact on residential amenity for existing and future residents;**
- d) Do not contribute to, or suffer from, adverse impacts arising from noise, light or air contamination, land instability or cause ground water pollution;**
- e) Utilise sustainable construction methods, minimising the use of non-renewable resources and maximising the use of recycled and sustainably sourced materials;**
- f) Minimise resource use towards a zero carbon dioxide emissions;**
- g) Provide easy access for all members of the community;**
- h) Create safe environments that minimise opportunities for crime;**

- i) Incorporate adaptable designs that can accommodate changing lifestyles/life stages and technologies; and**
- j) they positively address any other design issues that have been identified as having a significant adverse impact on local character and distinctiveness**

Background/Justification

- 5.17 National planning policy seeks to encourage good design. Policy LNDP5 sets out the local criteria that will be used to assess planning applications made in the neighbourhood plan area so that new development meets the national and local planning policy.

Relevant RVBC Core Strategy Policies: EN2 Landscape; EN3 Sustainable Development and Climate Change; DMG1 General Considerations; DMG2 Strategic Considerations; DMG3 Transport and Mobility; DME1 Protecting Trees and Woodland; DME2 Landscape and Townscape Protection; DME5 Renewable Energy; DME6 Water Management.

POLICY LNDP6 – CONSERVING AND ENHANCING OUR DESIGNATED HERITAGE ASSETS

There will be a presumption in favour of the conservation and enhancement of the town’s heritage assets, including the three Conservation Areas. All development proposals affecting designated heritage assets or their setting will be assessed against Key Statements EN5 ‘Heritage Assets’ and DME4 ‘Protecting Heritage Assets’ in the Ribble Valley Core Strategy.

Background/Justification

- 5.18 Longridge has a distinct heritage and character. This includes 14 statutory listed buildings, see Table 2 below, and three Conservation Areas - see below and Appendix A for maps.

Table 2 – Listed Buildings in Longridge

Name	Location	Grade
Alston Old Hall	Alston Lane, Longridge	II*
Church of St Paul	Church Street, Longridge	II
Sharley Fold	Dixon Road, Longridge	II
Hacking Hobs	Preston Road, Longridge	II
Church of St Wilfrid	Derby Road, Longridge	II
Dilworth Brows Farmhouse	Old Clitheroe Road , Longridge	II
Church of Our Lady	Preston Road, Longridge	II
The Written Stone	Written Stone Lane, Longridge	II
Bury's Farmhouse	Pinfold Lane, Longridge	II
Tunnel Portal in the John Smith Playing Field	Chaigley Road, Longridge	II
6-44 Higher Road	Higher Road, Longridge	II
The Hills Farmhouse	Old Clitheroe Road, Longridge	II
Written Stone Farmhouse	Written Stone Lane, Longridge	II
War Memorial	Derby Road, Longridge	II

- 5.19 The three Conservation Areas in the town have been designated in recognition of the following characteristics of historic or social interest:

Longridge Conservation Area

Longridge Conservation Area contains mainly 19th century stone buildings arranged along three principal streets, giving it a very urban character. Its shape is based on the main street of Berry Lane, with T-shaped extensions at either end along Derby Road/Inglewhite Road in the west and Fell Brow/Market Place/King Street to the east. The boundaries of the conservation area encompass the principle buildings along these main streets, largely representing 18th and 19th century development, and adjoining terraced mill workers' streets, which contain long rows of well detailed stone and brick houses.

St Lawrence Conservation Area

A settlement developed on the end of the "Long Ridge" on the road between Clitheroe and Preston sometime after the 14th century, when the Chapel of St Lawrence is first recorded. The St Lawrence Conservation Area centres on the church and the surrounding small groups of 17th, 18th and 19th century cottages and houses, which provide a cohesive and attractive townscape. Along Lower Lane, a variety of mid to late 19th century detached properties add interest.

New Town Conservation Area

Newtown was built between 1825 and 1835 by a Dr Eccles for hand loom weavers and nail makers. The development had its own shops

and alehouses and the original buildings largely remain to form a cohesive and attractive townscape. They are also historically significant as an early form of “social” housing provided by a local benefactor. A General Improvement Area (GIA) was declared in 1981 which resulted in some of the houses being restored, using traditional windows and materials.



New Town Conservation Area

- 5.20 It is important that the above listed buildings are protected and the three conservation areas are retained or extended to maintain the historic character of Longridge. These designations represent the main historic fabric of the town, as recognised in the Ribble Valley Core Strategy. The LNDP, through Town Council representation, will seek to ensure that these conservation areas are regularly reviewed as part of the rolling programme of conservation area appraisals by Ribble Valley Borough Council.

Relevant RVBC Core Strategy Policies: EN5 Heritage Assets; DMG1 General Considerations; DME1 Protecting Trees and Woodland; DME2 Landscape and Townscape Protection; DME4 Protecting Heritage Assets.

POLICY LNDP7 – DEVELOPMENT AFFECTING NON-DESIGNATED HERITAGE ASSETS

Development proposals affecting the non-designated heritage assets listed below and shown on Figures 10 to 14, Appendix C will be expected to conserve and enhance these assets.

- 1. Former Crown Hotel, 100 Higher Road.**
- 2. Former Quarryman’s Arms, 104 Higher Road.**
- 3. Cut Thorn Cottages, 57 to 71 Higher Road.**
- 4. Rock House, Higher Road.**
- 5. Chapel House, Calfcote Lane.**
- 6. Queens Mill, Chatburn Road.**
- 7. Corporation Arms, Lower Road.**
- 8. Stone Bridge Mill, Preston Road.**
- 9. Alston Lodge, Lower Lane.**
- 10. Dilworth House, Dilworth Lane.**
- 11. Former railway bridge, John Smiths Playing Fields.**

Proposals that would lead to the harm, or loss, of such assets will be assessed as to the scale of any harm or loss and the significance of the heritage asset.

Where the loss of such an asset is proposed suitable arrangements should be made for recording of that asset and, if appropriate, conservation elsewhere in the town.

Background/Justification

- 5.21 As well as our designated heritage assets Longridge also has a number of important non-designated heritage assets. These are identified in policy LNDP7 and will be protected appropriately.

In developing the list of locally important heritage assets the guidance issued by Historic England has been used.

<https://www.historicengland.org.uk/images-books/publications/good-practice-local-heritage-listing/>

We have also taken advice from the local Civic Society and our assessment of the assets listed in LNDP7 is included in Appendix B.

Relevant RVBC Core Strategy Policies: EN5 Heritage Assets; DMG1 General Considerations; DME1 Protecting Trees and Woodland; DME2 Landscape and Townscape Protection; DME4 Protecting Heritage Assets.

POLICY LNDP8 - LANDSCAPE

Development proposals should seek to conserve and enhance the distinctive character of the town by paying particular regard to its townscape and landscape setting and by having regard to the following:

- a) Protection of the area's undulating landform, in particular, by avoiding development on hilltops and ridgelines and by minimising vertical elements;**
- b) Conservation and enhancement of geodiversity. In particular, by having strong regard to soils and landforms;**
- c) Landscaping and screening of development should seek to incorporate, with suitable enhancement, existing vegetation and landform. Any additional planting should use native plant species appropriate to the location and setting in terms of type, height, density and the need for on-going management;**
- d) Use should be made of local materials and styles, particularly in prominent locations, such as the urban fringe and in areas with townscape of heritage value, a particular valued vernacular, or of good quality;**
- e) Existing field patterns should be retained;**
- f) Retention of existing rights of way such as footpaths and bridleways;**

- g) Restoration and management of key landscape features such as field ponds, hedgerows, walls and semi-natural woodland; and**
- h) New development must take account of known surface and sub-surface archaeology, and ensure unknown and potentially significant deposits are identified and appropriately considered prior to, and during, development.**

Background/Justification

- 5.22 In terms of landscape in England, Natural England produces profiles for each of the country's 159 National Character Areas (NCAs). These are areas that share similar landscape characteristics, and which follow natural lines in the landscape rather than administrative boundaries, making them a good decision making framework for the natural environment. Longridge lies within [National Character Area 33: Bowland Fringe and Pendle Hill](#).
- 5.23 NCA profiles are guidance documents which can help communities to inform their decision-making about the places that they live in and care for. NCA 33 has been used to inform the development of the neighbourhood plan and its policies, including Policy LNDP8.



Reservoirs from Greenbank

- 5.24 The Bowland Fringe and Pendle Hill National Character Area is a transitional landscape that wraps around the dramatic upland core of the Bowland Fells.
- 5.25 Longridge town is one of the relatively urban areas in this NCA, but sitting within its own countryside setting with the backdrop of Longridge Fell. This mix of urban and rural means the NCA, and the Longridge area, in particular, faces the challenge of managing substantial pressures to accommodate urban expansion while maintaining and protecting its valuable cultural and natural assets. The NCA identifies as a priority the protection of its rich and distinct landscapes, including the substantial extent of semi-natural woodland, tree-fringed rivers, species-rich hay meadows, and irregular field patterns defined by well-maintained hedgerows and hedgerow trees. To protect the rural quality of the open countryside, it is essential to control and manage the development of the urban fringe and farmsteads to ensure the use of appropriate materials and styles.
- 5.26 Policy LNNDP8 will be used in conjunction with a number of Core Strategy policies that also deal with landscape, these are set out below.

Relevant RVBC Core Strategy Policies: EN2 Landscape; DMG1 General Considerations; DMG2 Strategic Considerations; DME1 Protecting Trees and Woodland; DME2 Landscape and Townscape Protection; DME4 Protecting Heritage Assets.

POLICY LNNDP9 – PROTECTING SIGNIFICANT VIEWS

The Significant Views shown on Figure 18, Appendix C, and identified below, will be given special consideration when assessing planning applications. Development proposals should respect the identified Significant Views on which are locally valued and which make an important contribution to the neighbourhood area's landscape character.

Where a development proposal impacts on an identified Significant View, a Landscape and Visual Impact

Assessment or similar study should be carried out to ensure that the landscape is not compromised.

- 1. View north from Inglewhite Road towards Longridge Fell**
- 2. View south down Derby Road from bottom of Berry Lane**
- 3. View south from corner of Derby Road/Kestor Lane**
- 4. View south east from Mersey Street towards St Paul's Church**
- 5. View North east along Church Street of St Paul's Church**
- 6. View east down Dilworth Lane**
- 7. View south down Fell Brow**

Background/Justification

- 5.27 Natural England's Natural Character Area 33 identifies the need to protect views to and from the area from large-scale developments as a priority. These views should be protected so as not to erode the open and undeveloped character of the area. Policy LNDP9 identifies the significant views in Longridge that are to be protected. These have been taken from the Conservation Area Townscape Appraisal Map.

Relevant RVBC Core Strategy Policies: EN2 Landscape; DMG1 General Considerations; DME1 Protecting Trees and Woodland; DME2 Landscape and Townscape Protection.

OBJECTIVE 4 – To maintain and enhance local shops and services

- 5.28 The main centre of Longridge provides a good range of town centre shops, services and other uses. Some of these provide for essential day to day local needs; others serve a much wider area and population. The LNDP will seek to maintain and enhance the offer of the town centre in conjunction with policies in the Core Strategy and the emerging Housing and Economic Development Plan Document.

POLICY LNDP10 - LONGRIDGE MAIN CENTRE

Within Longridge main centre (Figure 19, Appendix C) development for town centre uses, including the following will be supported:

- a) Retail (A1) development in accordance with Core Strategy Policy DMR2;**
- b) Financial and professional services (A2);**
- c) Restaurants and cafes (A3);**
- d) Drinking establishments (A4);**
- e) Community facilities and services;**
- f) Leisure, entertainment, arts and culture;**
- g) Recreation and tourism; and**
- h) Hot food takeaways (A5)**



Berry Lane

POLICY LNDP11 - SHOP FRONTS

New shop fronts should reflect the principal character of the area especially in respect of the early twentieth century architecture of many of the original buildings.

Signage should respect the design and appearance and scale of the building on which it is to be displayed and be sympathetic to the immediate surroundings. It should not dominate buildings or street scenes. Both fascia and

projecting/hanging signs should be in proportion to the building.

- 5.29 The neighbourhood plan seeks to support and facilitate appropriate retail development in the main centre of Longridge town as defined in the emerging Housing and Economic Development Plan Document.
- 5.30 Ribble Valley Borough Council's *Employment Land and Retail Study* identified the need for additional shopping facilities and retail floorspace over the next ten years. Core Strategy policy EC2 "Development of retail, shops and community facilities and services" identifies a minimum need for an additional 140 sq. m of convenience retail floorspace and 640 sq. m of comparison retail floorspace in Longridge. As the town expands land will be identified for a redevelopment of the town centre to encompass expansion of retail facilities.

Relevant RVBC Core Strategy Policies: EC2 Development of Retail, Shops and Community Facilities and Services; EC3 Visitor Economy; DMG1 General Considerations; DMG2 Strategic Considerations; DMG3 Transport and Mobility; DME2 Landscape and Townscape Protection; DMR2 Shopping in Longridge and Whalley.

OBJECTIVE 5 - To protect and enhance community facilities

- 5.31 Development in Longridge will be focused on providing a safe and vibrant environment for residents that is also attractive to visitors. The following policies have been identified as necessary to ensure that current town facilities are maintained *and enhanced* to satisfy these requirements and to meet the needs of an expanding population.

POLICY LNDP12 – PROTECTING EXISTING COMMUNITY FACILITIES

The community facilities listed below, and shown on Figures 20-24, Appendix C, are considered fundamental to developing and maintaining Longridge as an attractive

place for residents and visitors alike. They will be protected for community use.

Community Buildings

- 1. Longridge Civic Hall**
- 2. Longridge Library**
- 3. Station Building / Heritage Centre**
- 4. The Palace Cinema**
- 5. Longridge Community Hospital**
- 6. Berry Lane toilets**

Churches:

- 7. St Paul's**
- 8. St Lawrence's**
- 9. St Wilfred's**
- 10. Our Lady and St Michael**
- 11. Christ Church**
- 12. Knowle Green Congregationalist Church**

Clubs:

- 13. St Wilfrids Club**
- 14. Longridge Sports and Social Club**
- 15. Conservative Club**
- 16. Youth Centre, Berry Lane**
- 17. Scout & Guide Hut**

18.Over 60s Club

Pubs / Bars:

19.Forest Arms

20.Bull and Royal

21.Towneley Arms

22.Durham Ox

23.Billy's Bar

24.The Old Oak

25.White Bull, Preston Road, Alston

Development leading to an adverse impact on these facilities will only be permitted as an exception as set out in Core Strategy Policy EC2 and where the proposal would bring defined and demonstrable benefits, including equivalent, or better, provision is made elsewhere within the town.

Background/Justification

- 5.32 The community facilities in LNDP12 are all considered to be essential to retaining the health and vitality of the area. With such significant development proposed for Longridge such facilities will be in even greater demand they will, therefore, be retained and proposals for their enhancement will be supported.

Relevant RVBC Core Strategy Policies: EC2 Development of Retail, Shops and Community Facilities and Services; DMG1 General Considerations.



Station Buildings

POLICY LNDP13 – DEVELOPMENT OF NEW AND IMPROVEMENT OF EXISTING COMMUNITY FACILITIES

Development of new or improvements to existing community facilities will be supported when they conserve local character and distinctiveness, and do not harm the landscape or residential amenity of existing and future occupiers. In particular, the following major additions and improvements to our community assets will add considerable value.

1. Longridge Loop

Currently at an early planning stage, the Longridge Loop will provide a safe route around the town for cyclists, walkers and the disabled. The route will be approximately 5 miles in length and may be joined to the Preston Guild Wheel via a suitable link (a potential route is shown in Figure 10, Appendix C).



Tanyard Lane, part of the proposed Longridge Loop

2. Renovation of the Civic Hall

Longridge Civic Hall is now becoming somewhat ‘tired’ in appearance and is a high priority for renovation and enhancement. Possibilities being investigated include the development of the Hall into a Community Centre providing a natural hub for many community activities. Where appropriate community groups may find it advantageous to relocate their activities to this new hub. Sources of funding to support this development will be investigated and may include (but are not limited to) the Big Lottery Fund, European Union, one of a range of charitable Trusts or private sector investment.

3. Swimming Pool

The nearest public swimming pools to Longridge are the ones at West View in Preston and the Ribblesdale Pool in Clitheroe, both these facilities are remote from the town. There are several small pools in Longridge and these provide a valuable service to the residents. Obstacles exist to the provision of a full size swimming pool in the Town, amongst which the most difficult to address would be the location and running costs. If it is not possible or cost effective to provide a full size pool, then consideration must be given to supporting the development of the existing facilities to

ensure that Longridge residents have adequate access to high quality swimming facilities.

4. Station Buildings

Improvements to the building to facilitate a wider range of uses by the local community.

Background/Justification

- 5.33 As well as the retention of existing facilities there are a number of areas where it is considered that provision of community facilities is either deficient or could be improved. These areas are identified in Policy LNDP13. The Town Council will work with the private and public sectors to seek to deliver these projects. The implementation of these projects will require the input of various agencies, including Ribble Valley and Longridge Town Council. The Town Council are actively pursuing projects such as the Longridge Loop and will use its own resources, when available, Community Infrastructure Levy receipts, and work with partners to secure planning obligations to help deliver the projects listed under Policy LNDP13 over the plan period.

Relevant RVBC Core Strategy Policies: EC2 Development of Retail, Shops and Community Facilities and Services; DMG1 General Considerations; DMG3 Transport and Mobility.

POLICY LNDP14 – PROTECTING AND ENHANCING LOCAL GREEN SPACES

The local green spaces identified below and shown on Figures 25 to 30 in Appendix C will be protected. Inappropriate development of defined local green spaces, as defined in paragraphs 89 to 92 of the NPPF, will only be permitted in very special circumstances. That is when the harm by inappropriateness and any other harm is clearly outweighed by other considerations.

1. John Smith Playing Fields

This park lies adjacent to the town on the northern border and provides a unique and valuable local asset. Originally a local quarry site, it has been developed to provide an active and educational area for families, local community groups, schools and tourists and includes a permanent orienteering course, nature and sculpture trails. Artists Julie Miles and Martin Bednarczuk in collaboration with the community of Longridge have created original designs for signage and markers, transforming a simple orienteering course into an exciting and functional form of sculpture for the park. This creative solution also provides the general visitors to the park with a nature/sculpture trail to take in at their leisure.

2. Longridge Recreation Ground

This area provides a unique and large open green space in the middle of the town. It is home for many local activities including Longridge Field Day and is of major importance to the town and must be protected from development at all costs.

3. Alston Wetland

On the southern edge of Longridge, this small wildlife reserve created by the RSPB and United Utilities, provides a valuable site for breeding wading birds and is a unique destination for walkers and birdwatchers.

4. Foley's Path and associated green space

A unique green space in central Longridge, providing access between Berry Lane and Parlick Avenue.



Towneley Gardens

5. Towneley Gardens and Bowling Green

Provides a central green space in addition to a well-used bowling green. This area has special significance to the community as an area of tranquility located close to a busy shopping area on Berry Lane. Funding has been secured from Tesco and Longridge Town Council for the renovation of this area.

6. Mardale Road Play Area

Mardale Road play area is a small area of green space in a built-up area to the south of the town. It contains a children's play area and provides the only place for safe play in the area.

7. Highfield Drive

This is a small area of green space just off Highfield Drive. It is surrounded by houses and provides a unique area for safe children's play.

8. Allotments at Windsor Avenue and next to Alston Reservoir Number 2

9. Redwood Drive play area

10. Dilworth Triangle play area

Background/Justification

- 5.34 National planning policy allows local communities to identify and designate “local green spaces”. Such spaces once identified can only be developed in “very special circumstances”.
- 5.35 To merit this protection such spaces have to meet the criteria contained in paragraphs 76 and 77 of the National Planning Policy Framework. They should be in reasonably close proximity to the community they serve, demonstrably special to a local community and hold a particular local significance; and be local in character not an extensive tract of land.

Relevant RVBC Core Strategy Policies: EN4 Biodiversity and Geodiversity; DMG1 General Considerations; DME1 Protecting Trees and Woodland; DME2 Landscape and Townscape Protection; Policy DMB4 Open Space Provision.

POLICY LNDP15 – PROTECTING AND ENHANCING OPEN SPACES AND RECREATION FACILITIES

The open spaces listed below, and shown on Figures 31 and 32 in Appendix C will be protected. Development that would lead to the loss of these sites will be assessed against Policy DMB4 Open Space Provision of the Core Strategy:

- a) Equivalent or better provision is provided elsewhere within a sustainable location in, or adjoining, Longridge town; or**
- b) It can be clearly demonstrated that the open space performs no useful function.**

- 1. Longridge C of E Primary School playing fields**
- 2. Barnacre Road Primary School playing fields**

3. St Cecilians RC High School playing fields
4. Longridge High School playing fields
5. Longridge Showground
6. St Wilfrid's School playing fields
7. Mardale Road playing fields

In addition, Longridge Recreation Centre and Longridge Gym will also be protected for continued sport and recreation use. Development for other uses will only be supported if alternative provision is provided elsewhere within the town or the facility can be demonstrated as no longer viable for continued sport and recreation use.

Background/Justification

- 5.36 As well as the local green spaces identified in Policy LNNDP14 Longridge also has number of other important open spaces. These areas will also be protected by Policy LNNDP15. Development that would lead to the loss of the open spaces listed in Policy LNNDP15 will only be permitted when in exceptional circumstances and when in line with Policy DMB4 Open Space Provision of the Core Strategy. Longridge Recreation Centre and Longridge Gym that provide indoor sport and recreation facilities will also be protected.

Relevant RVBC Core Strategy Policies: DMG1 General Considerations; DME1 Protecting Trees and Woodland; DME2 Landscape and Townscape Protection; Policy DMB4 Open Space Provision.

OBJECTIVE 6 - To protect and enhance local employment opportunities

- 5.37 It is important that Longridge continues to perform an economic role by providing local employment opportunities. This will ensure the community is more balanced and does not become a dormitory, commuter town. Local employment also reduces the need to travel, and helps supports local shops and services.

- 5.38 Ribble Valley Borough Council's Core Strategy states in Key Statement EC1 that Longridge is one of three preferred locations to which employment development will be directed. To accommodate employment growth 8 hectares of land for employment purposes for the whole of the Ribble Valley are considered appropriate by the Core Strategy, and 25% of this total, 2 hectares, will be in Longridge, in sustainable locations. The type of units delivered in the future will need to be of a range of sizes, but starter units, or nursery factories, should be an important component of any provision to enable the start of new businesses and to enable existing ones to expand.
- 5.39 Existing brownfield employment sites should be protected to continue employment-generating uses and to maintain a more sustainable balance of homes and jobs in the area. The neighbourhood plan identifies these sites: they include mixed use sites (with some retail), office, factory, distribution, manufacturing, and hi-tec industries and include a technology park.
- 5.40 Tourism and leisure play an important role in the economy of Longridge and the Ribble Valley. Longridge is the gateway to the Forest of Bowland Area of Outstanding Natural Beauty which leads on to the attractive countryside, historic sites and villages in the Ribble Valley as a whole. Tourism and recreation support employment in the town, and wider area's restaurants, hotels and other leisure related industries. There is a shortfall in Longridge of hotel and tourist accommodation. Proposals for such accommodation, including development for a hotel and conference facility, as well as expansion of overnight accommodation of all types, including to meet the needs of visiting walkers, cyclists and sightseers, as well as for business usage will be supported when they are in accordance with Core Strategy Policy DMB3. The designated tourism point is the Heritage Centre.

POLICY LNDP16 - PROTECTING LOCAL EMPLOYMENT SITES

To maintain a full range of employment opportunities in the local area the following sites, also shown on Figures 33 and 34 in Appendix C, will be protected for employment generating uses (B1, B2 and B8 uses). Proposals for alternative uses, such as housing and retail,

will be assessed against Core Strategy development management policy DMB1.

- 1. Shay Lane Industrial Estate**
- 2. Industrial Factory Site (Queen's Mill) Preston Road – Krempel Group**
- 3. Dairy Production Site, Preston Road – Singleton's**
- 4. Chapel Hill Trading Estate – OBAS Group**
- 5. The Old Corn Mill, Warwick Street**
- 6. Industrial and Commercial Units, Warwick Street**
- 7. Stonebridge Mill**
- 8. Royal Mail Sorting Office, Green Lane**
- 9. Carefoot's Construction and Transport Depot, Derby Road**
- 10. Industrial and Commercial Units – (Forrest's Yard)**
- 11. Industrial Units, bottom of Berry Lane**

Background/Justification

- 5.41 All of the areas listed in Policy LNDP16 perform valuable and vital roles in the local economy. These areas and premises will be protected for future employment use. In doing this the mix of land uses in the neighbourhood plan area will be retained. This will help retain a better balance between housing and employment uses; help reduce the need to travel; provide valuable local employment; and avoid the risk of Longridge becoming simply a dormitory town for other areas. The *Ribble Valley Employment Land Study 2013* recommends that the Shay Lane Industrial Estate is protected as a "key employment site". This area should be protected for B Class uses with other uses only allowed in exceptional circumstances, with a more flexible approach taken for other employment areas. The LNDP does not distinguish between the employment sites, they are all important in terms of their provision of employment opportunities and maintaining a balanced community. Non B Class uses on the sites listed in Policy LNDP16 will be assessed against Core Strategy Policy *DMB1 Supporting Business Growth and the Local Economy*. The *Ribble Valley Employment Land Study 2013* also found that available industrial floorspace was limited and there was no available industrial land in Longridge this strengthens the case for retaining existing industrial premises. To address this shortfall the

emerging Ribble Valley Housing and Economic Development Plan Document also seeks to allocate a 1.5 hectare site for future employment use at Higher College Farm.

Relevant RVBC Core Strategy Policies: EC1 Business and Employment Development; EC2 Development of Retail, Shops and Community Facilities and Services; DMG1 General Considerations; DMG2 Strategic Considerations; DMG3 Transport and Mobility; DMB1 Supporting Business Growth and the Local Economy.



Stonebridge Mill

6

How to Comment on this Document

6.1 [to be agreed with RVBC and inserted]

7

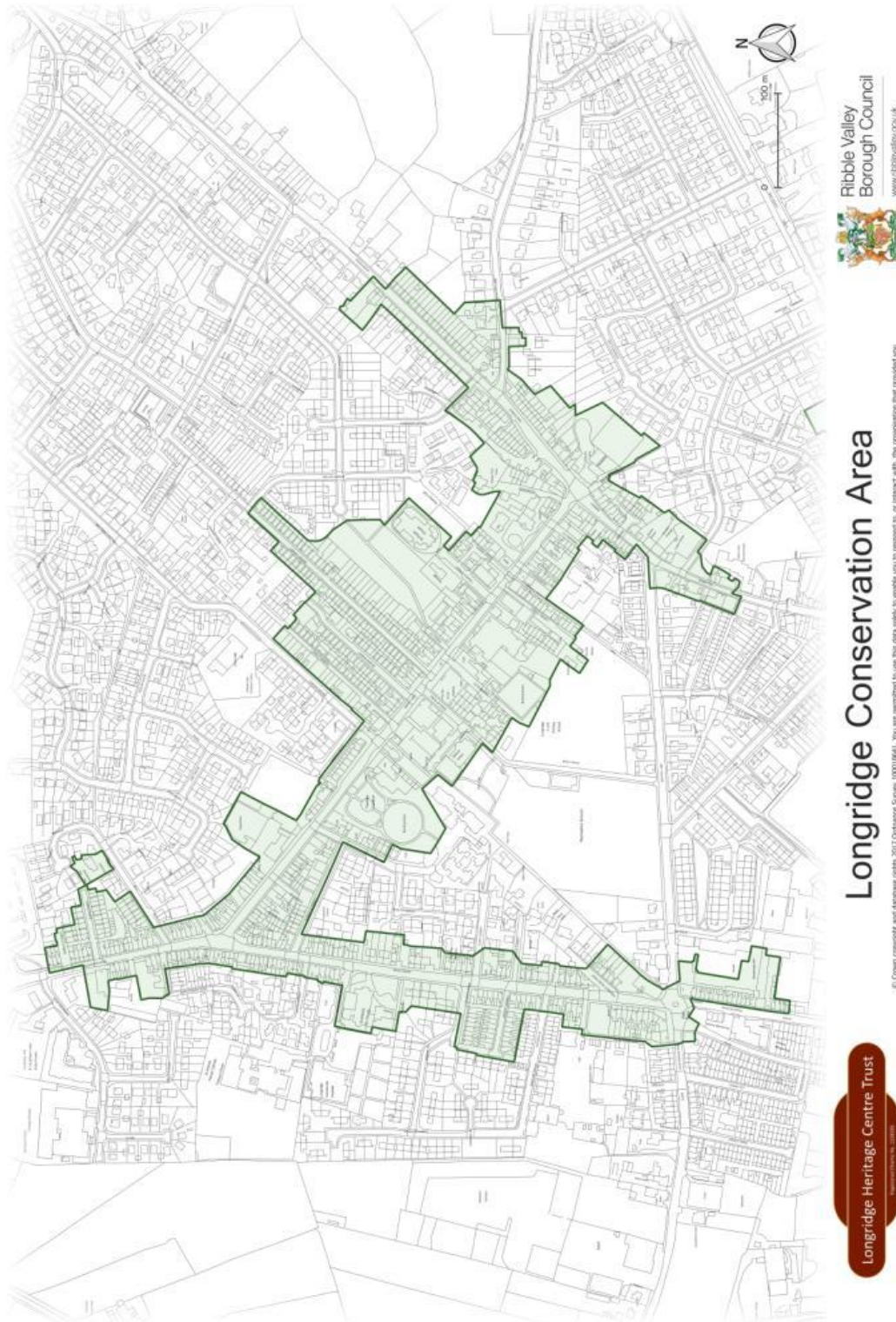
Monitoring and Review

- 7.1 Plans are only valuable when kept up to date. The Town Council will monitor the policies and proposals in the plan on an annual basis. A monitoring report will be prepared on the plan and presented to the Annual General Meeting in May each year.
- 7.2 Where the need for change is identified we will work with Ribble Valley Borough Council to produce updates and amendments where necessary.
- 7.3 Should significant sections of the plan become out of date we will look to review the whole document by producing a new plan following the Neighbourhood Development Planning procedure.

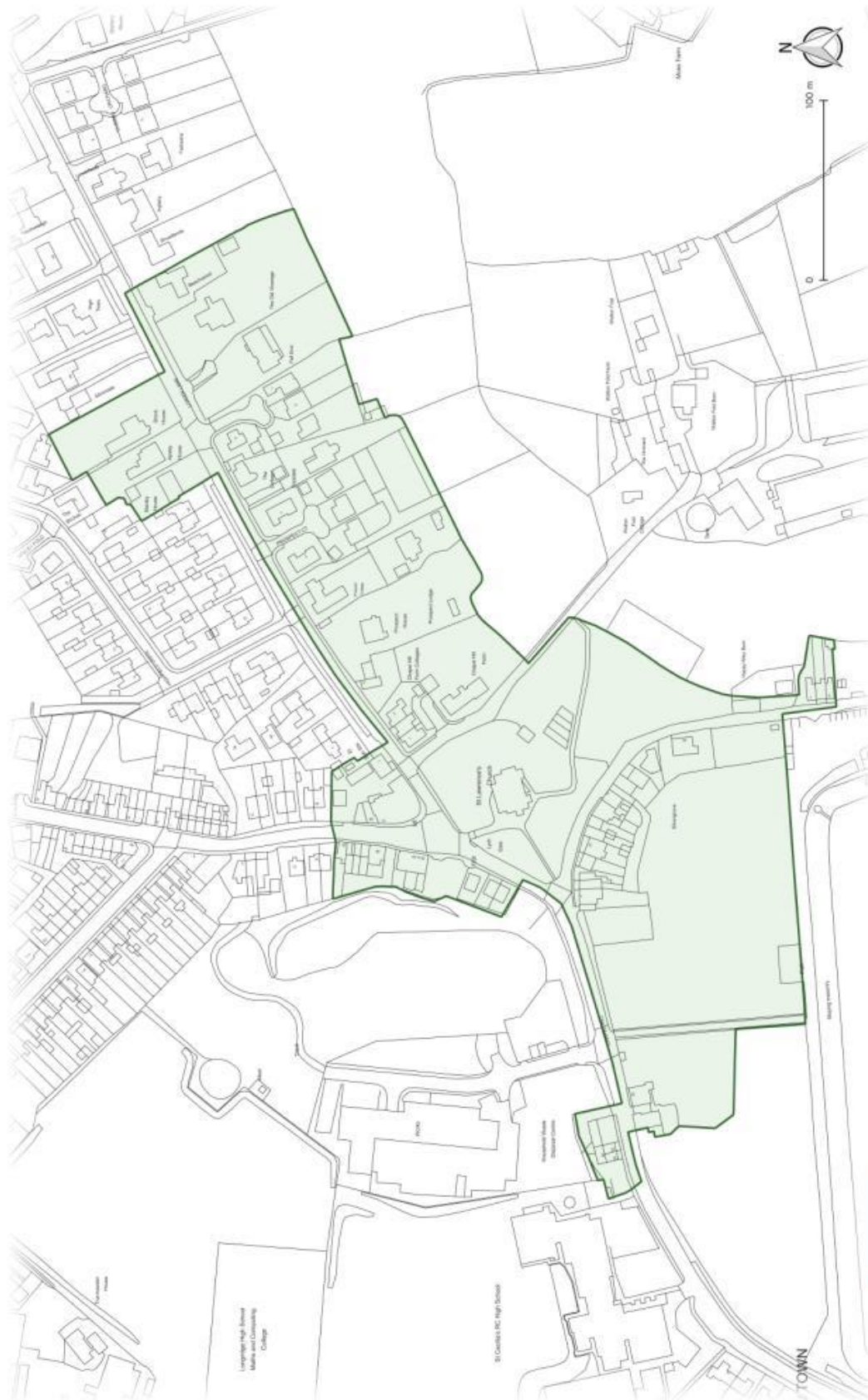
Appendix A

Conservation Areas

Longridge Conservation Area



St Lawrence Conservation Area



St Lawrence's Church Conservation Area

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Newtown Conservation Area



New Town Conservation Area

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Appendix B Local Heritage Assets, see also Appendix C

Appendix B Local Heritage Assets, see also Appendix C

1. **Former Crown Hotel, Higher Road.** It is still possible to see the Crown Hotel name through the paint above the entrance to this building, which has been subdivided and is now used as flats. The building dates from around 1870 and although built as a hotel, it became the Beacon Café in the 1930's and was later used as a youth hostel.



2. **Former Quarryman's Arms, Higher Road.** This former public house was closely associated with nearby quarries, with the entrance to the former Tan Yard Quarry along the adjacent lane. In 1871 it relinquished its license, which was transferred to the nearby Crown Hotel. The 1892 Ordnance Survey map shows it as two separate cottages, but more recently it has been used as a restaurant since the 1950's. The date stone of 1808 carries Masonic symbols and a blue plaque from Longridge Heritage Committee is also in place to mark the building's historic significance.



3. **Cut Thorn Cottages, Higher Road.** These eight, mid-19th Century terraced houses are believed to have been built for mill workers. Unusually for Longridge, they have garden areas to the front and although appearing uniform in nature, they consist of three blocks of slightly different houses when seen from the rear.



4. **Rock House, Higher Road.** This substantial house and garden were formerly known as Rock Cottage. The property has close association with nearby former quarries, being at one time the home of James Tullis, a local stone merchant, and Thomas Kay, a quarry owner. James Tullis was a partner in the Victorian construction firm of Cooper & Tullis, who built a number of the key public buildings in Preston, including the former Town Hall and St Walburge's Church. Tullis was responsible for the quarrying, dressing and transportation of the stone from the Longridge quarries.



5. **Chapel House, Calf Cote Lane.** This buildings was formerly the Mount Zion Chapel built in 1836 by the Wesleyan Methodists. The building has been converted to residential use. Originially the building was a simple place of

worship, with seven pews, six open rail seats, four benches, a stove, a pulpit and a harmonium. Despite this, the Chapel could hold up to one hundred people. The Chapel closed in 1884, when a new one was built in Berry Lane, the new chapel could hold a much larger congregation of four hundred worshippers.



- Queens Mill, Chatburn Road.** Queens Mill was the last mill to be built in Longridge, in 1874. It was known locally as the 'Co-op mill', a reference to it being owned by shareholders and registered as the 'Longridge Manufacturing & Spinning Co Ltd'. It differs from all the other Longridge mills by being brick built, as opposed to using local stone – the clay for the bricks being excavated on site and fired locally. The building has been used by local company Jones Stroud for the last four decades.



- Corporation Arms.** These buildings were purchased by Preston Water Works in 1860, to allow the construction of the first Spade Mill Reservoir. At the time it was called the Black Bull Inn and it is reputed that in buying these the utility company became the only utility company in the country to own a public house.

The original public house has been extended into adjacent buildings and still operates as a pub, being run by the local Gornall family for two generations up to 1999.



8. **Stone Bridge Mill, Preston Road.** Constructed in 1850 this was the first mill to be built in Longridge. It was operated by George Whittle & Company, cotton spinners and manufacturers and contained 584 looms in 1891. Located near to the Preston to Longridge Railway line, it had its own platform to assist with loading and unloading of goods. The stone buildings listed are located on a cul-de-sac to Preston Road, and only comprise part of the original mill site, which has been largely cleared or redeveloped. They are currently used by a number of small firms.



9. **Alston Lodge, Lower Lane.** A Georgian house in two acres of gardens on the edge of the town. This was the home of George Whittle, cotton manufacturer and founder of Stone Bridge Mill, Longridge in 1850. He is shown in residence in the 1861 Census with his wife, family and servants. At its height, Stone Bridge Mill employed over 300 textile workers. The house was requisitioned during World War 2 and was used to house Italian prisoners of war until 1946. It has been a care home since 1987.



10. **Dilworth House, Dilworth Lane.** The current house was built in 1861, by local mill owner and cotton manufacturer Robert Smith, to replace the original building which was destroyed by fire. In 1862 he built Victoria Mill and then a number of terraced workers houses near the mill in Mersey Street, Irwell Street and Green Lane. By 1890 Victoria Mill had 690 looms in operation. The building is still a private residence.



- 11. Former railway bridge, John Smith Playing Fields.** The area covered by the playing fields is a former quarry, which also housed the machinery used to pull trucks loaded with stone through a tunnel to the main quarries beyond Higher Road. This bridge at the bottom of the park carried a second railway line to Lords Quarry (named after the Earl of Derby who owned the land), with the lane below providing access to Willows Farm.



Appendix C Policies Maps

Figure 10 – Potential Longridge Loop

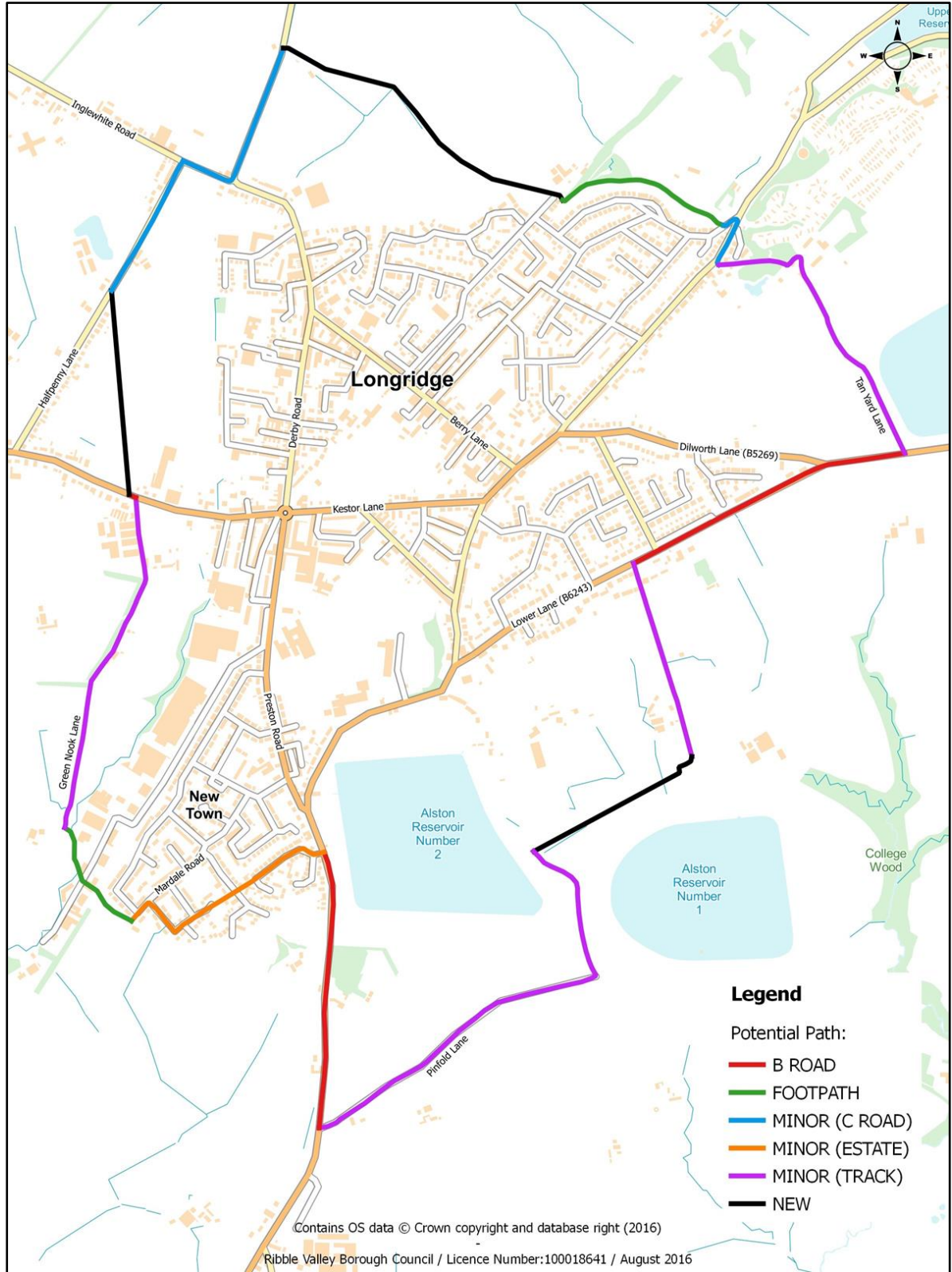


Figure 11 – Local Heritage Assets (OS licence number 100057074)

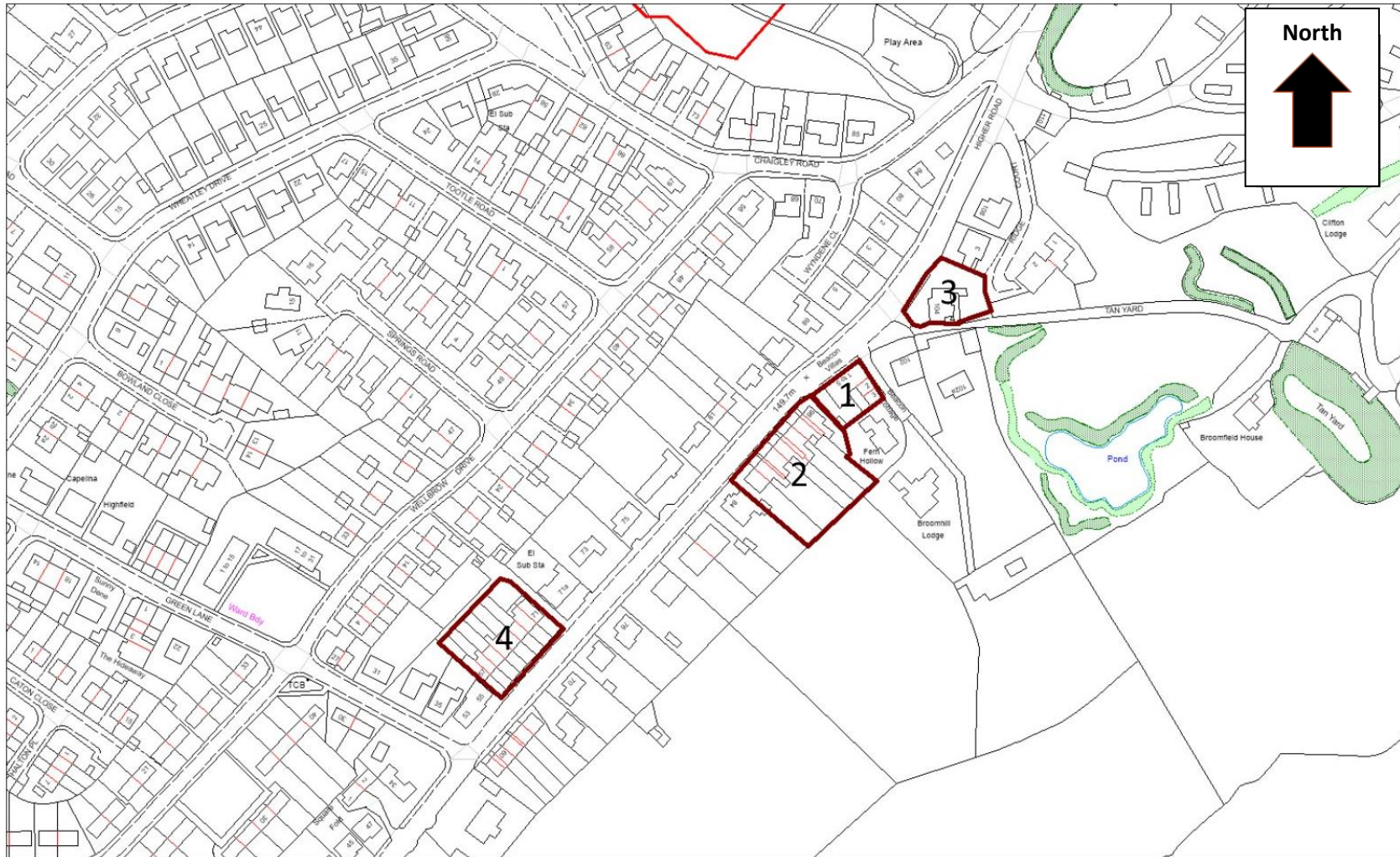


Figure 12 – Local Heritage Assets (OS licence number 100057074)

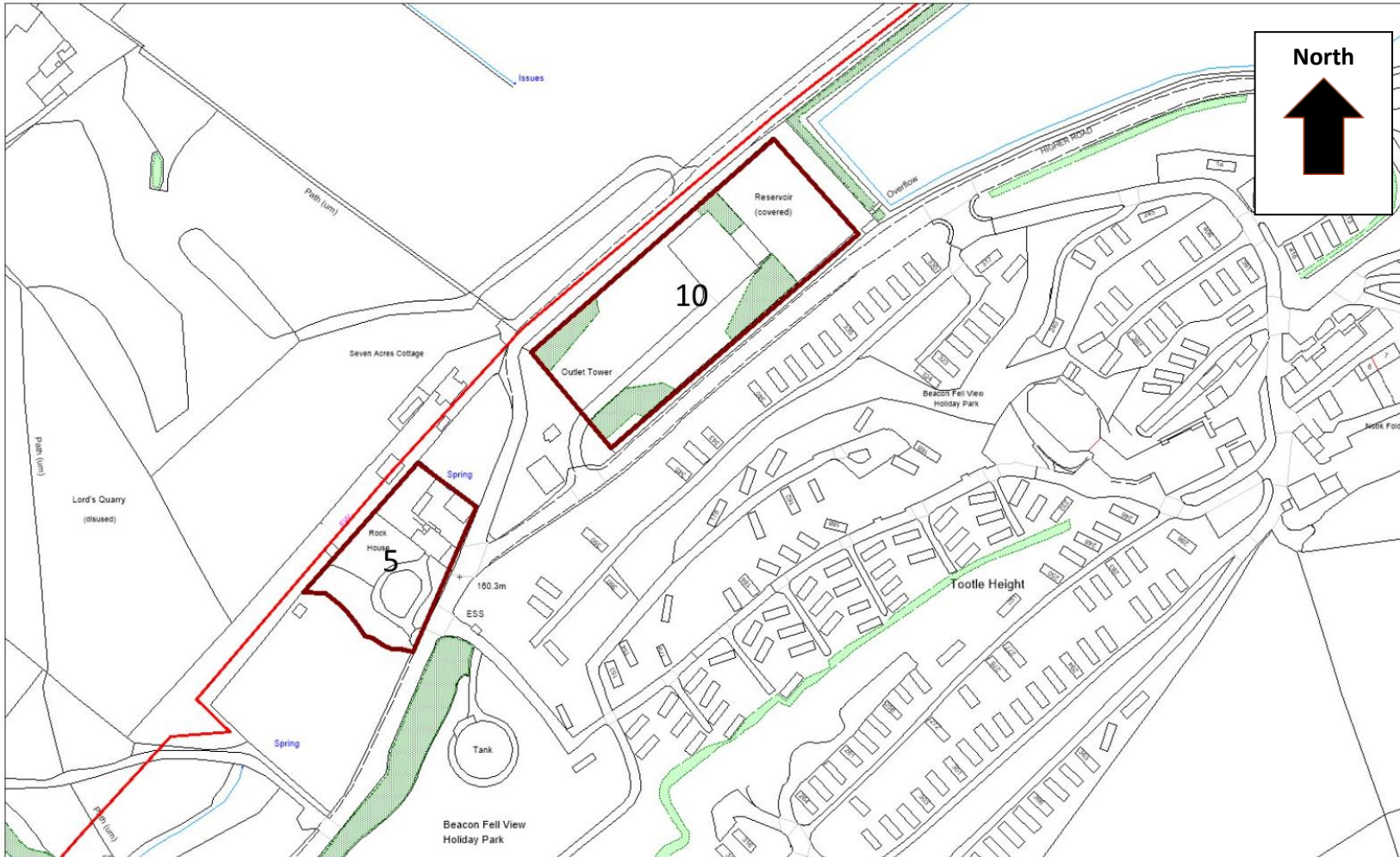


Figure 13 – Local Heritage Assets (OS licence number 100057074)

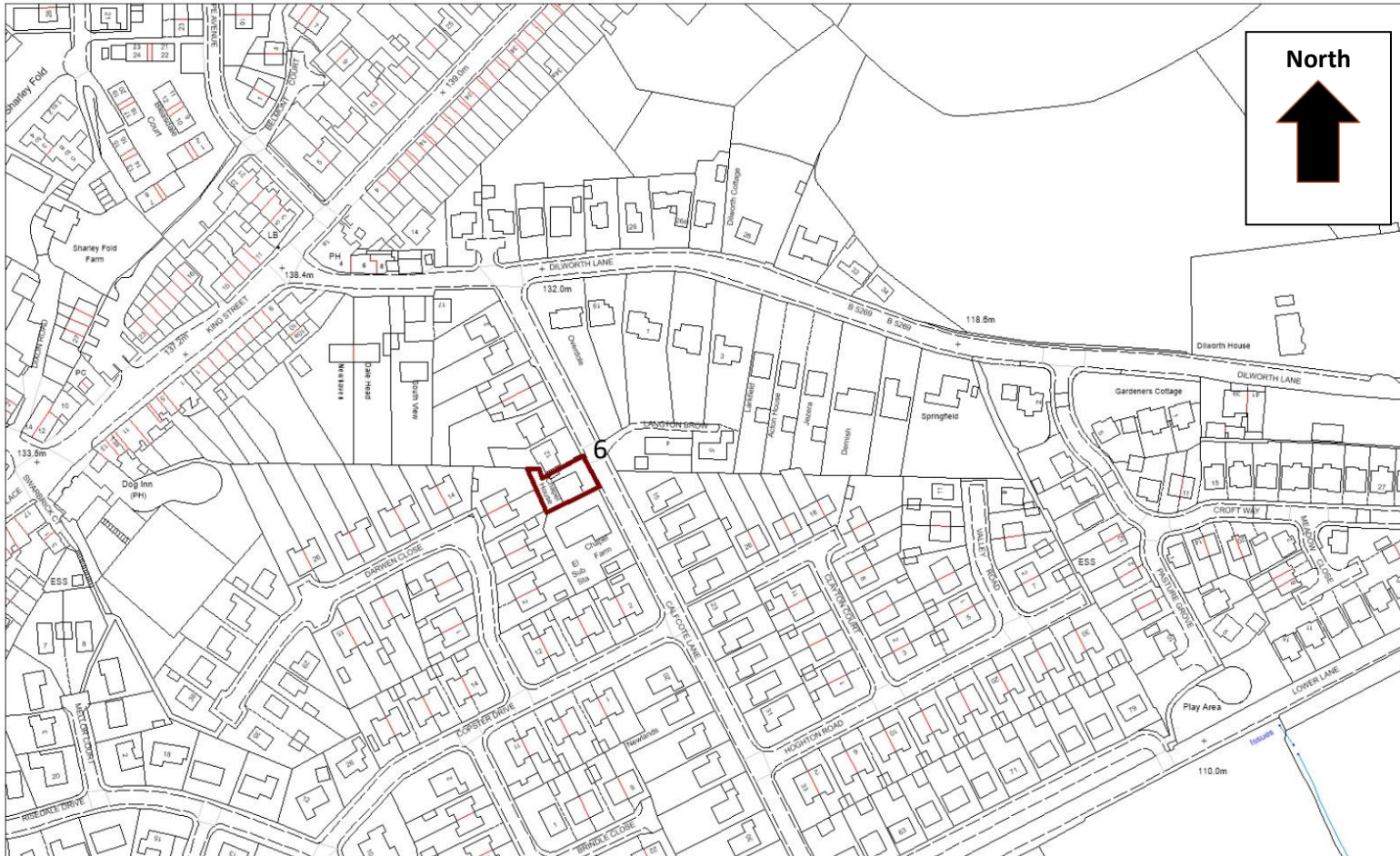


Figure 14 – Local Heritage Assets (OS licence number 100057074)

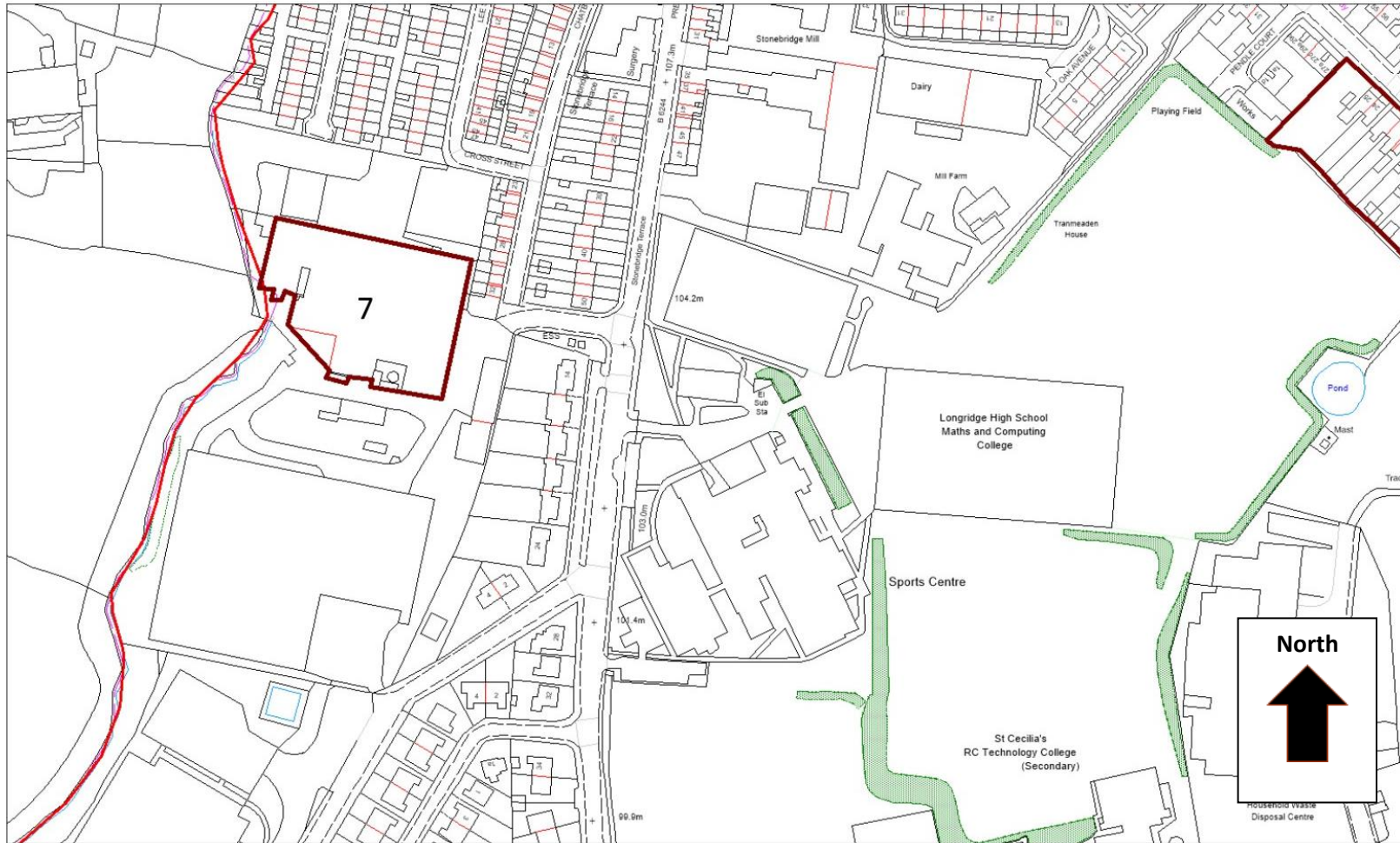


Figure 15 – Local Heritage Assets (OS licence number 100057074)



Figure 16 – Local Heritage Assets (OS licence number 100057074)



Figure 17 – Local Heritage Assets (OS licence number 100057074)

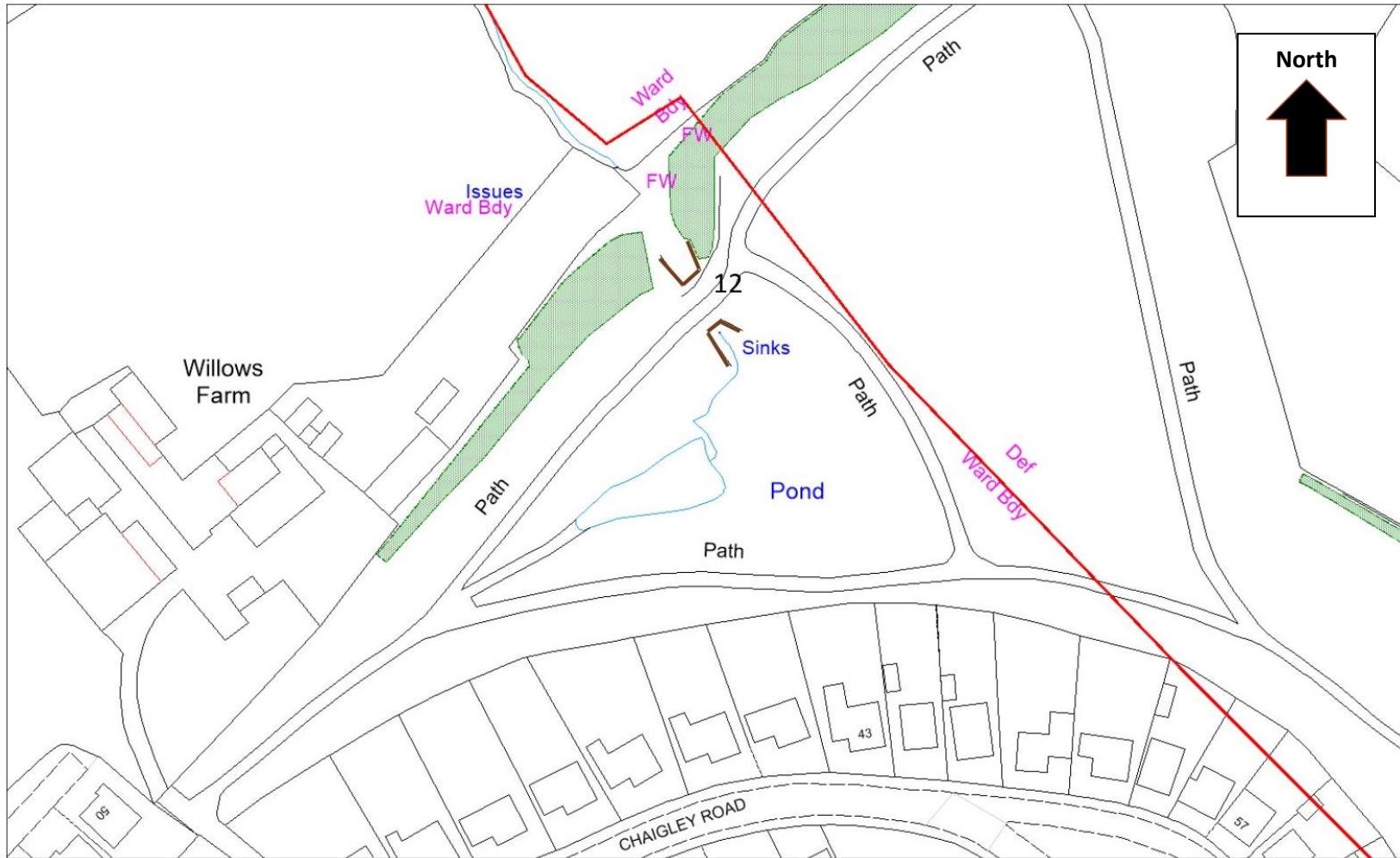


Figure 18 – Significant Views (OS licence number 100057074)

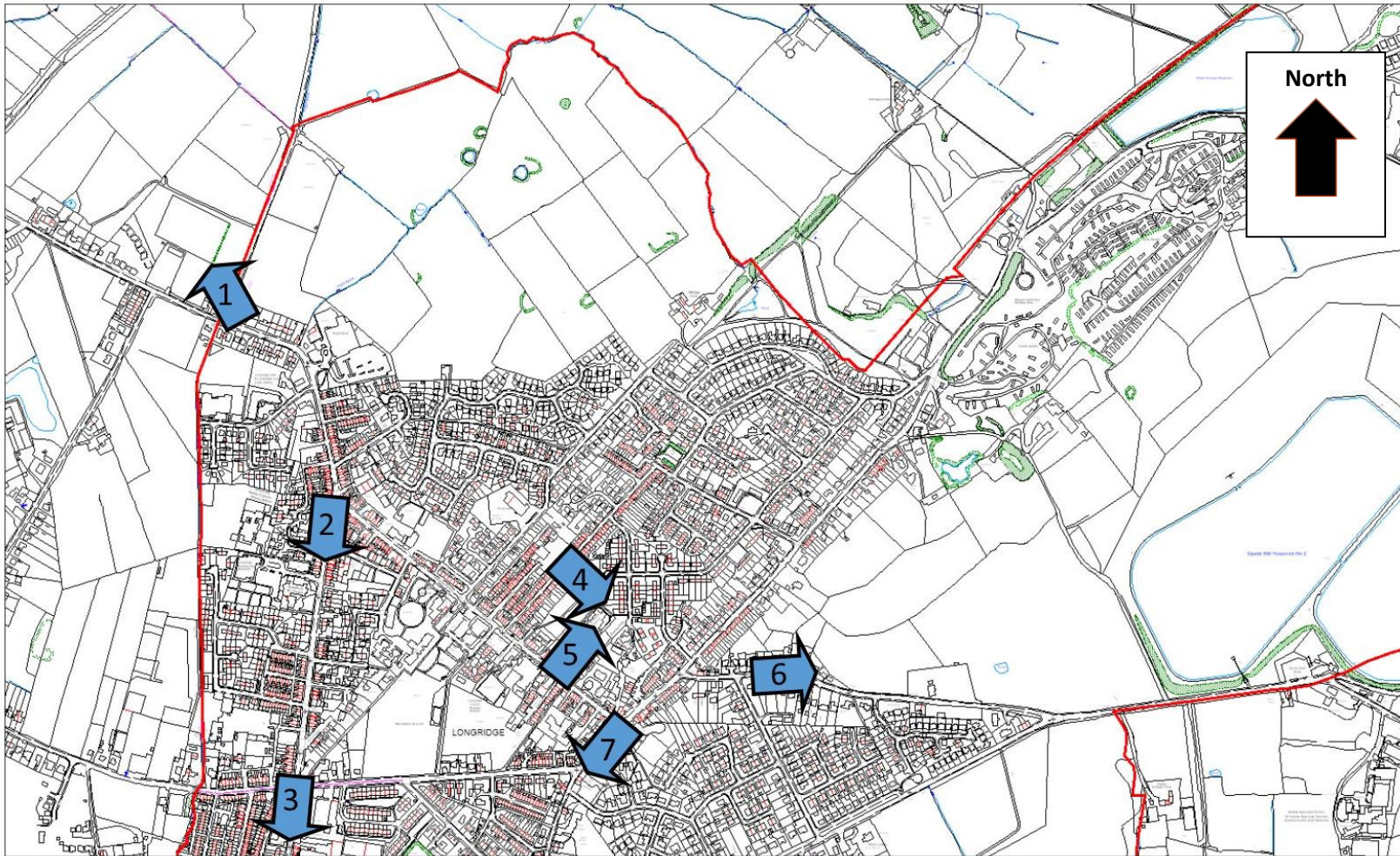


Figure 19 – Longridge Main Centre (OS licence number 100057074)

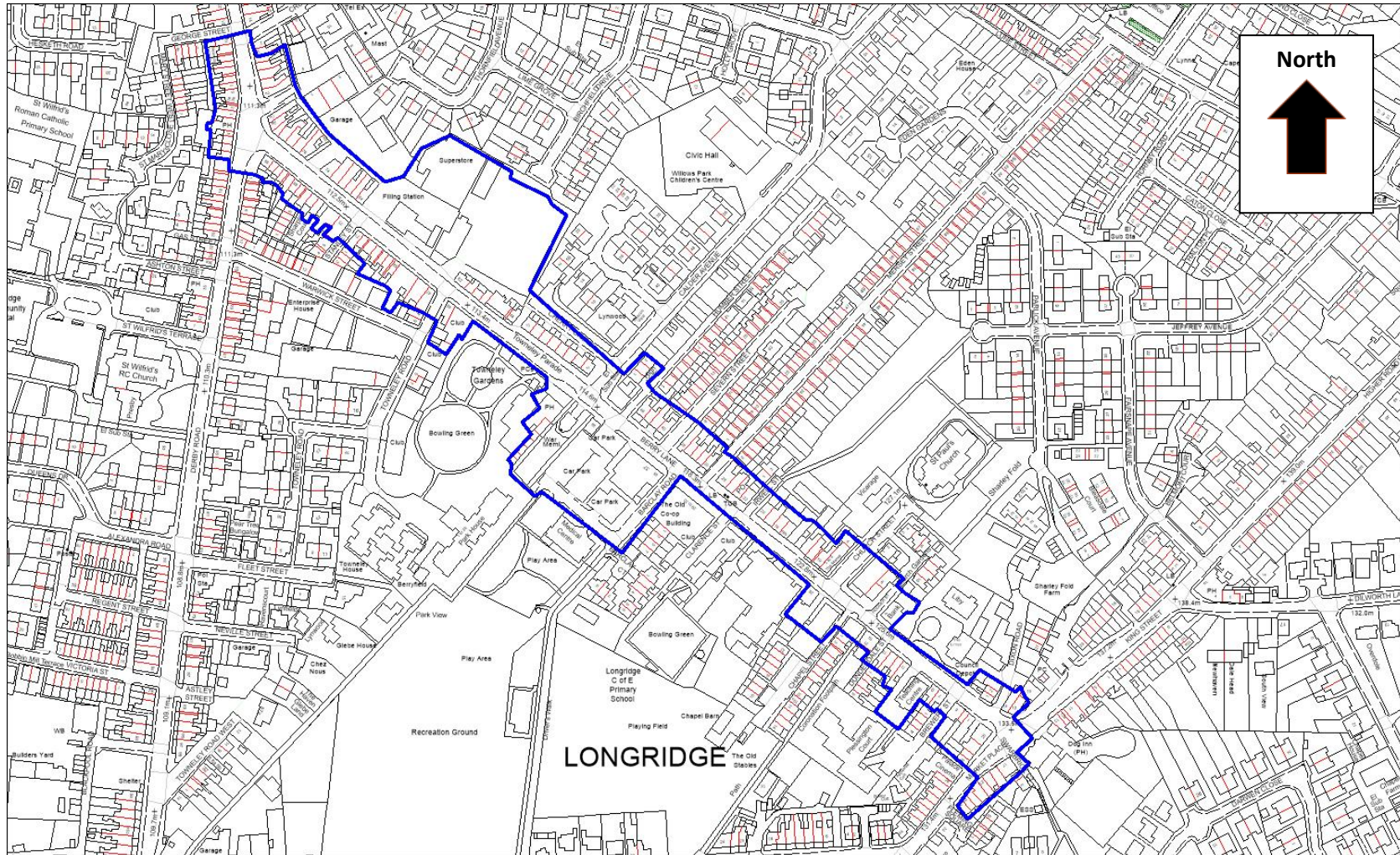


Figure 21 – Community Assets (OS licence number 100057074)

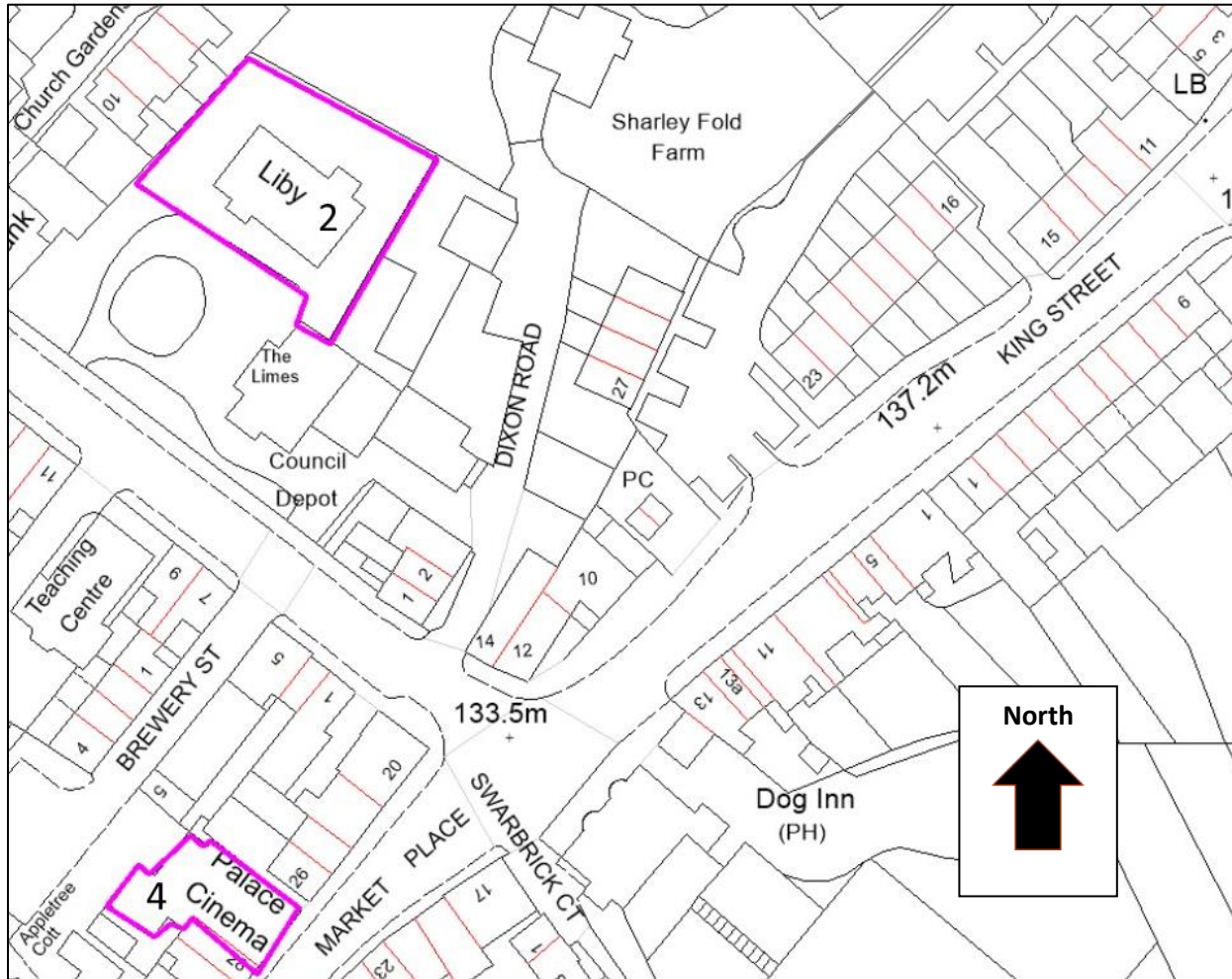


Figure 22 – Community Assets (OS licence number 100057074)

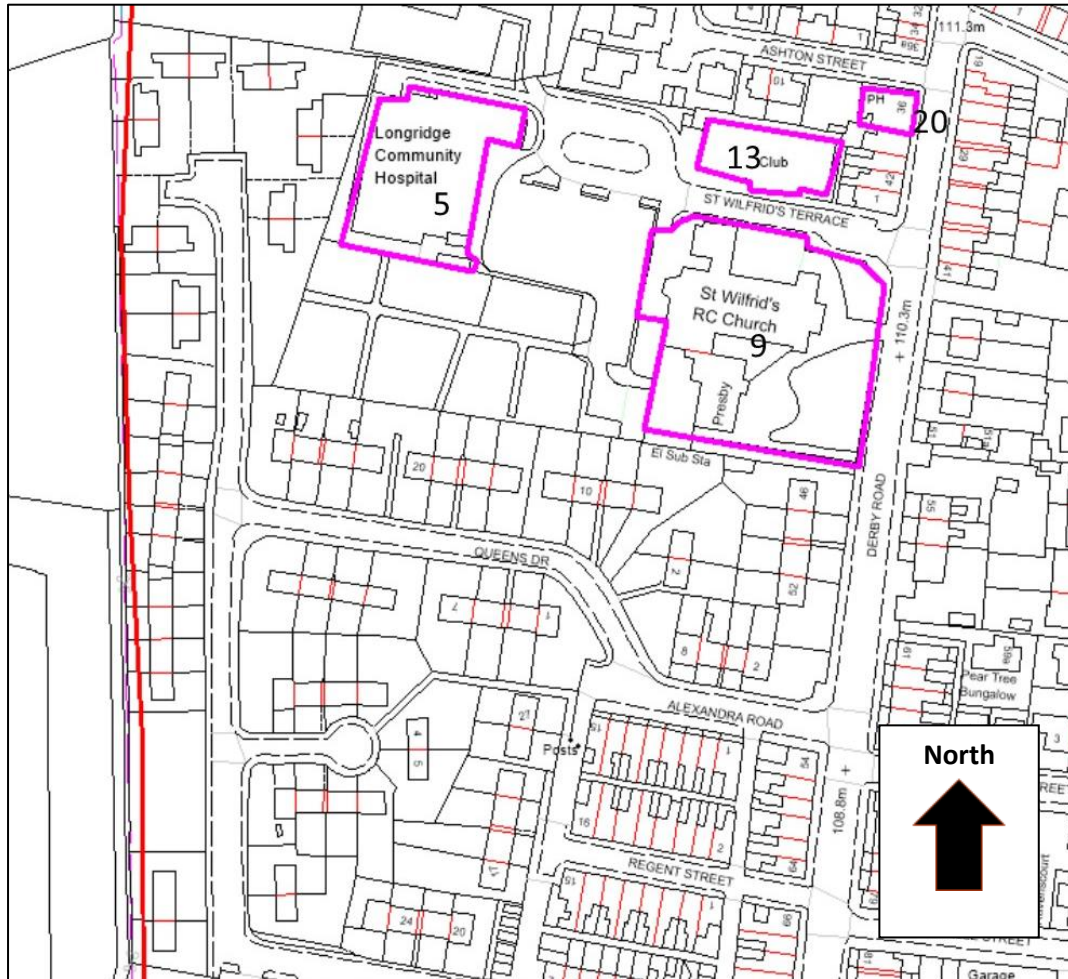


Figure 24 – Community Assets (OS licence number 100057074)

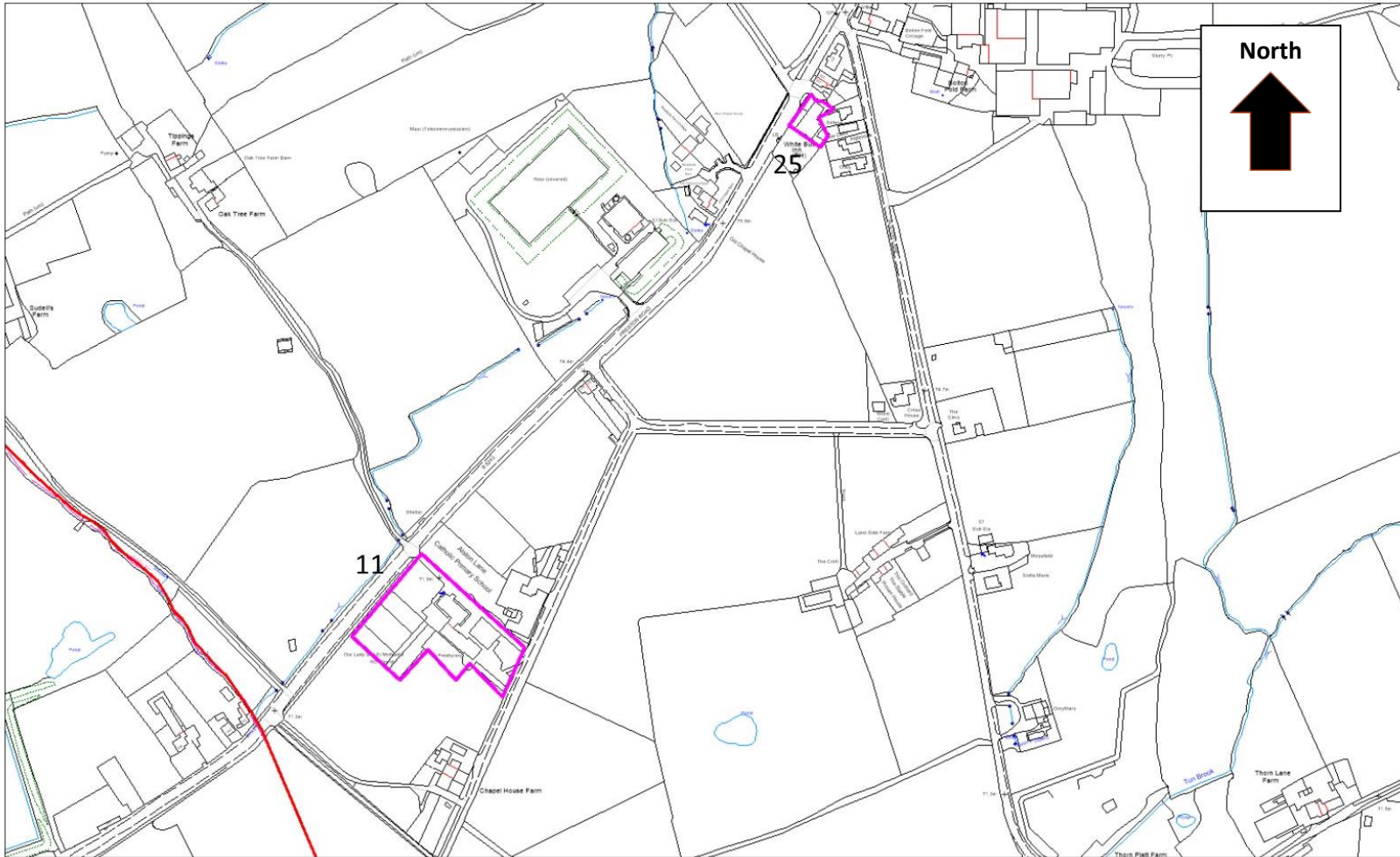


Figure 25 – Local Green Spaces (OS licence number 100057074)

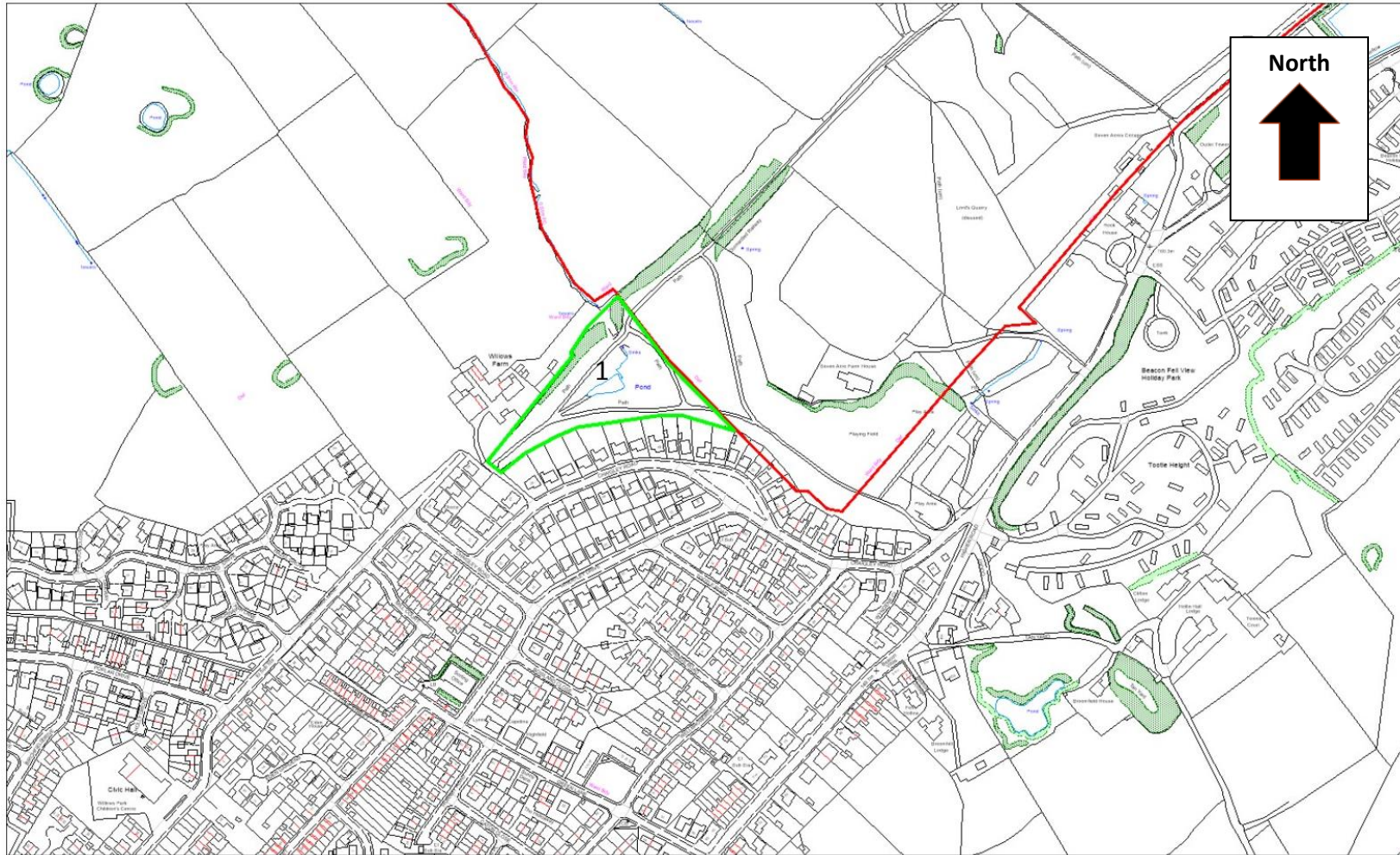


Figure 26 – Local Green Spaces (OS licence number 100057074)

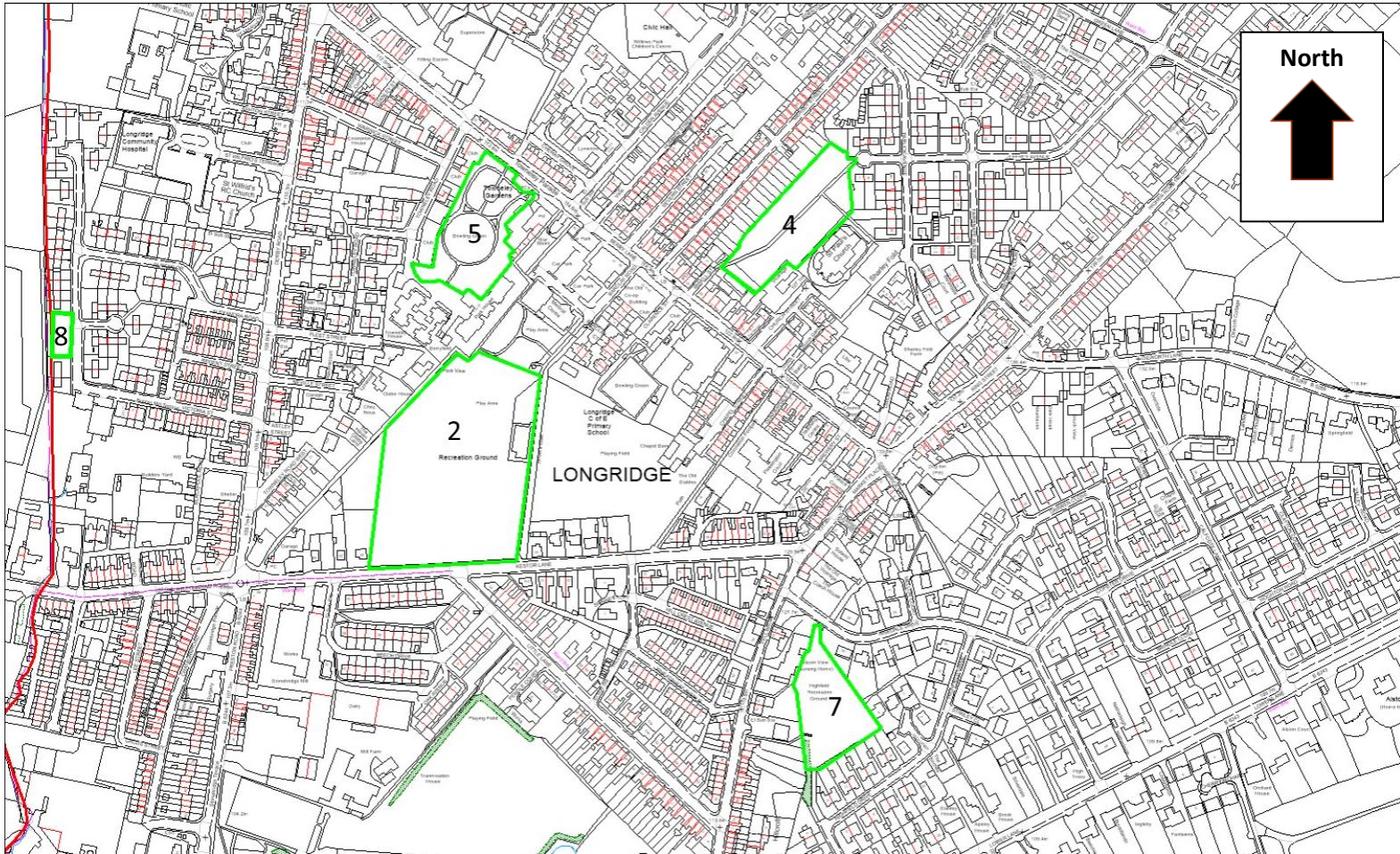


Figure 27 – Local Green Spaces (OS licence number 100057074)

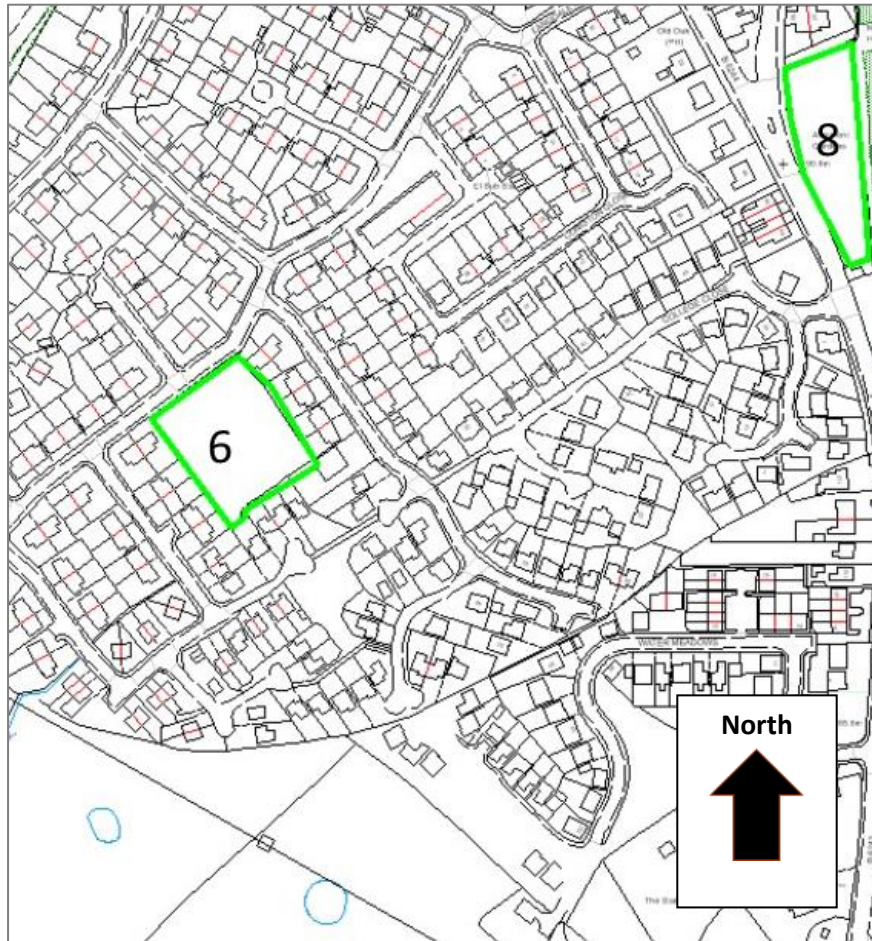


Figure 28 – Local Green Spaces (OS licence number 100057074)



Figure 29 – Local Green Spaces (OS licence number 100057074)



Figure 30 – Local Green Spaces (OS licence number 100057074)

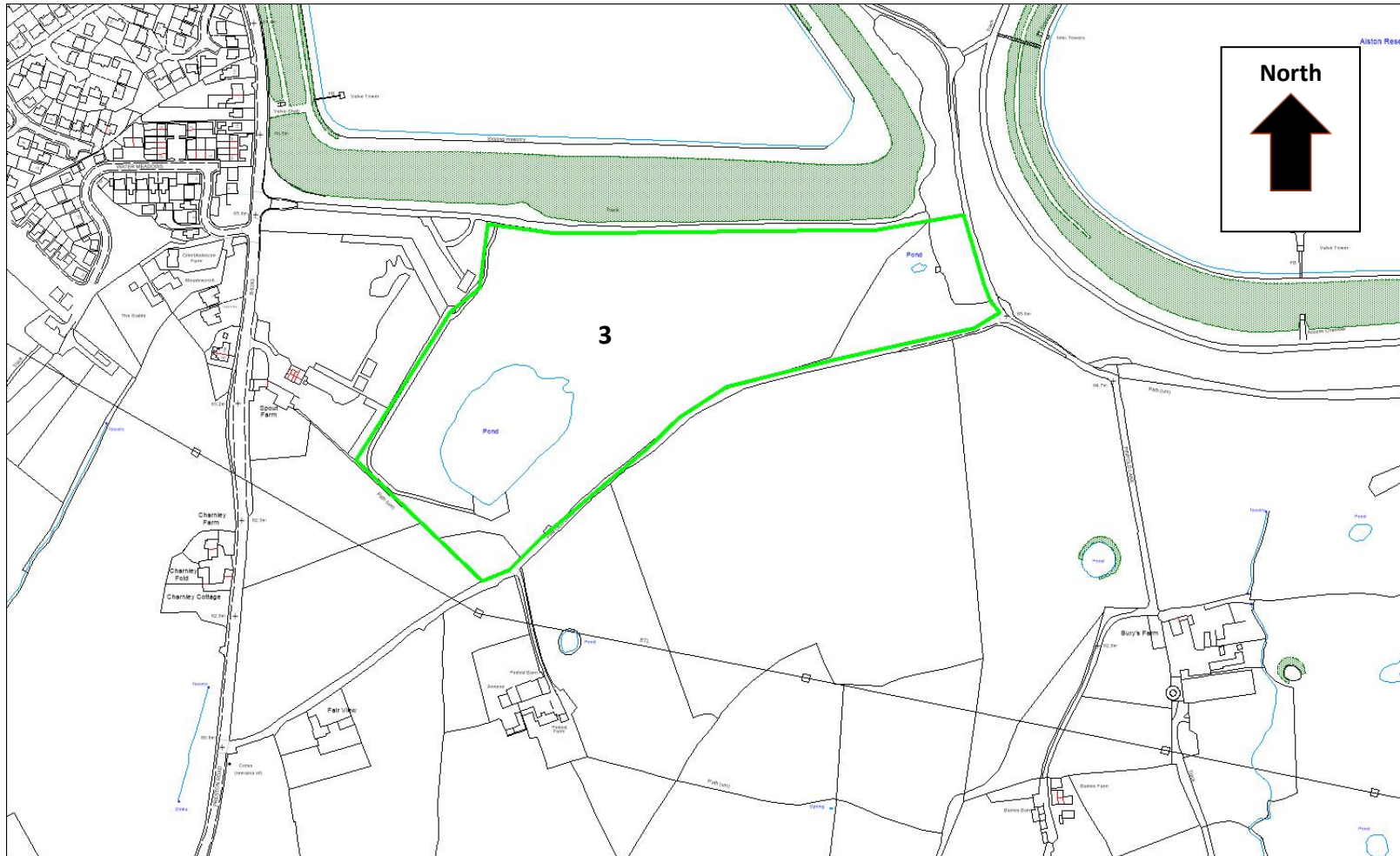


Figure 31 – Open Spaces (OS licence number 100057074)

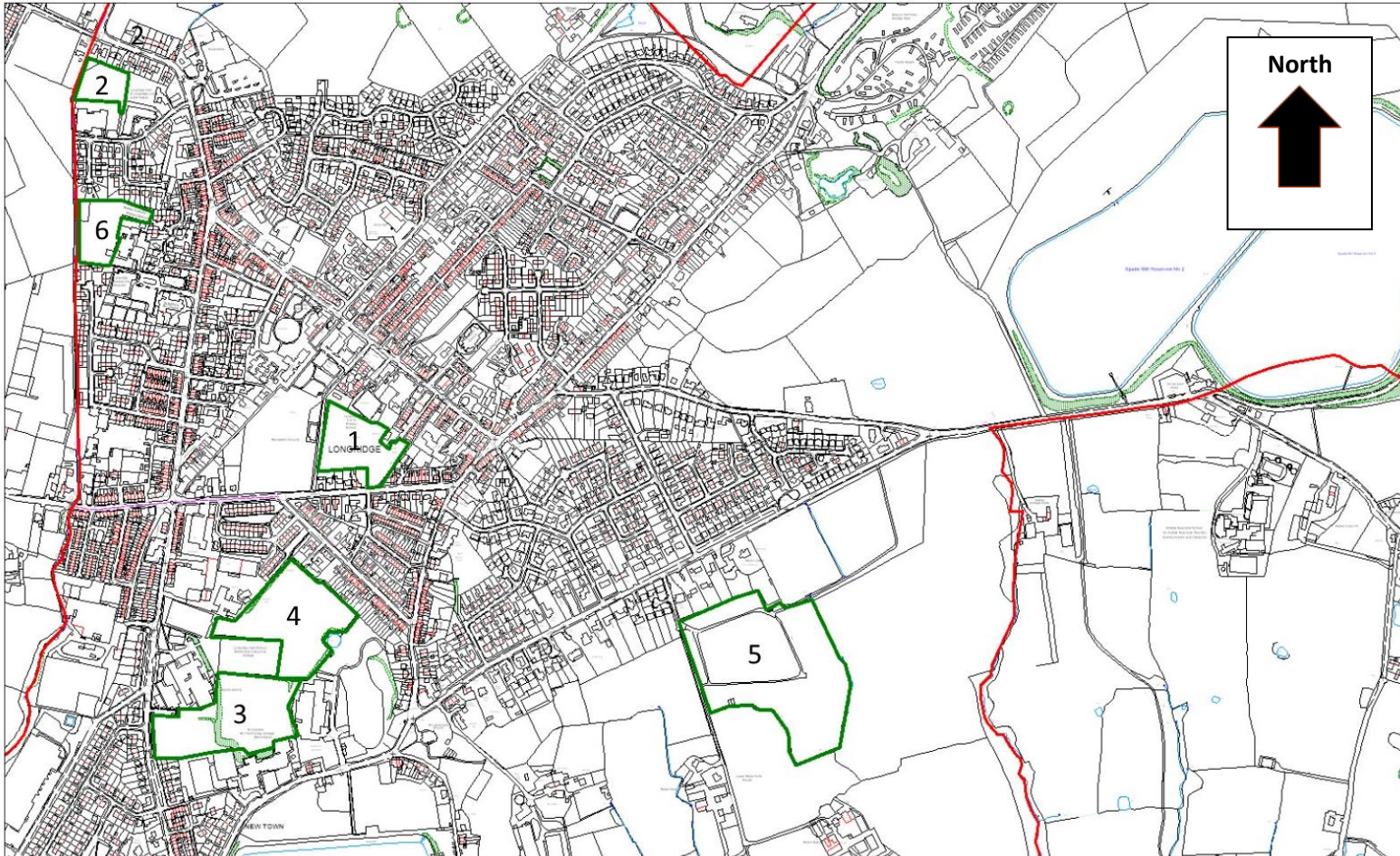


Figure 32 – Open Spaces (OS licence number 100057074)

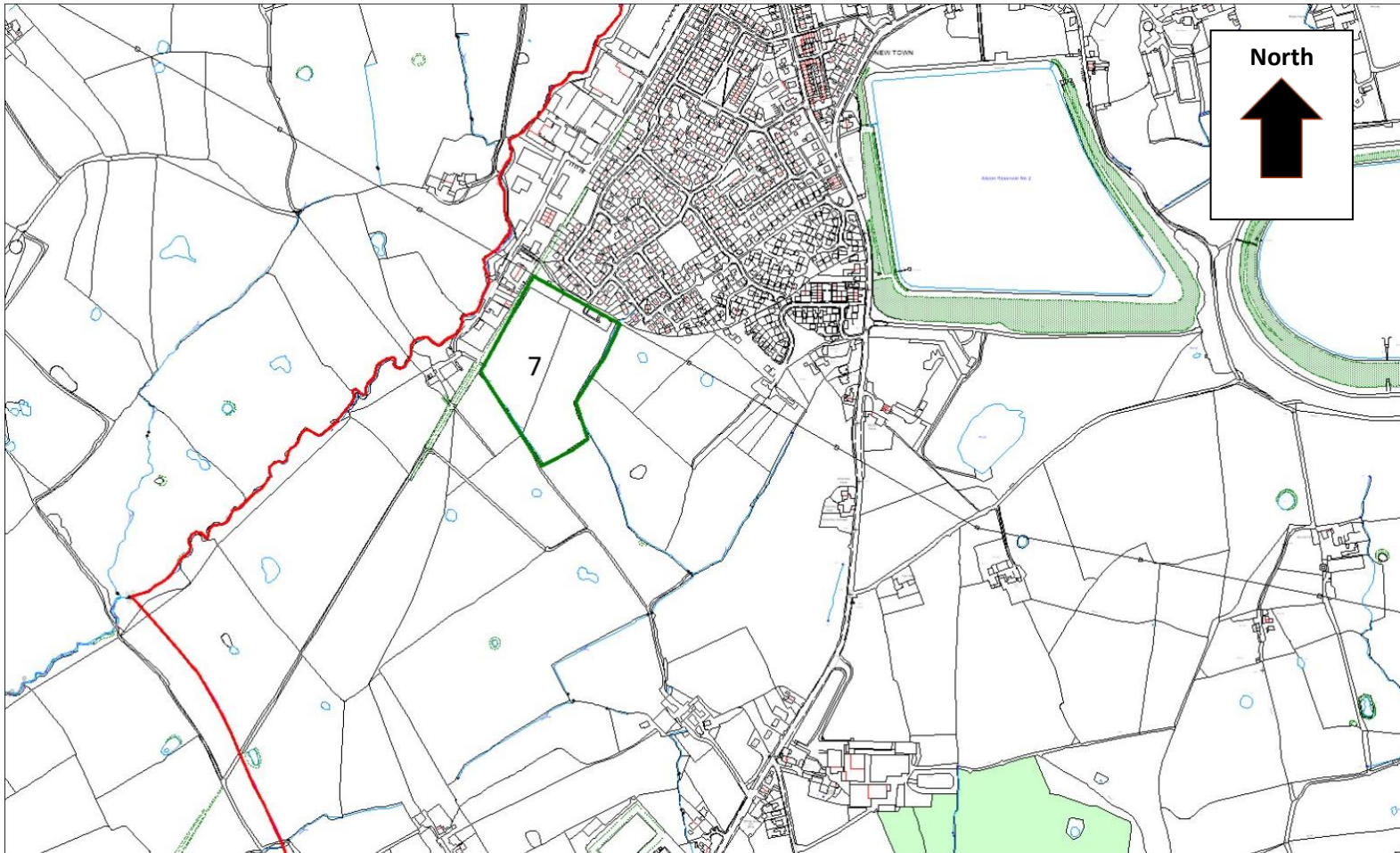


Figure 33– Local Employment Sites (OS licence number 100057074)

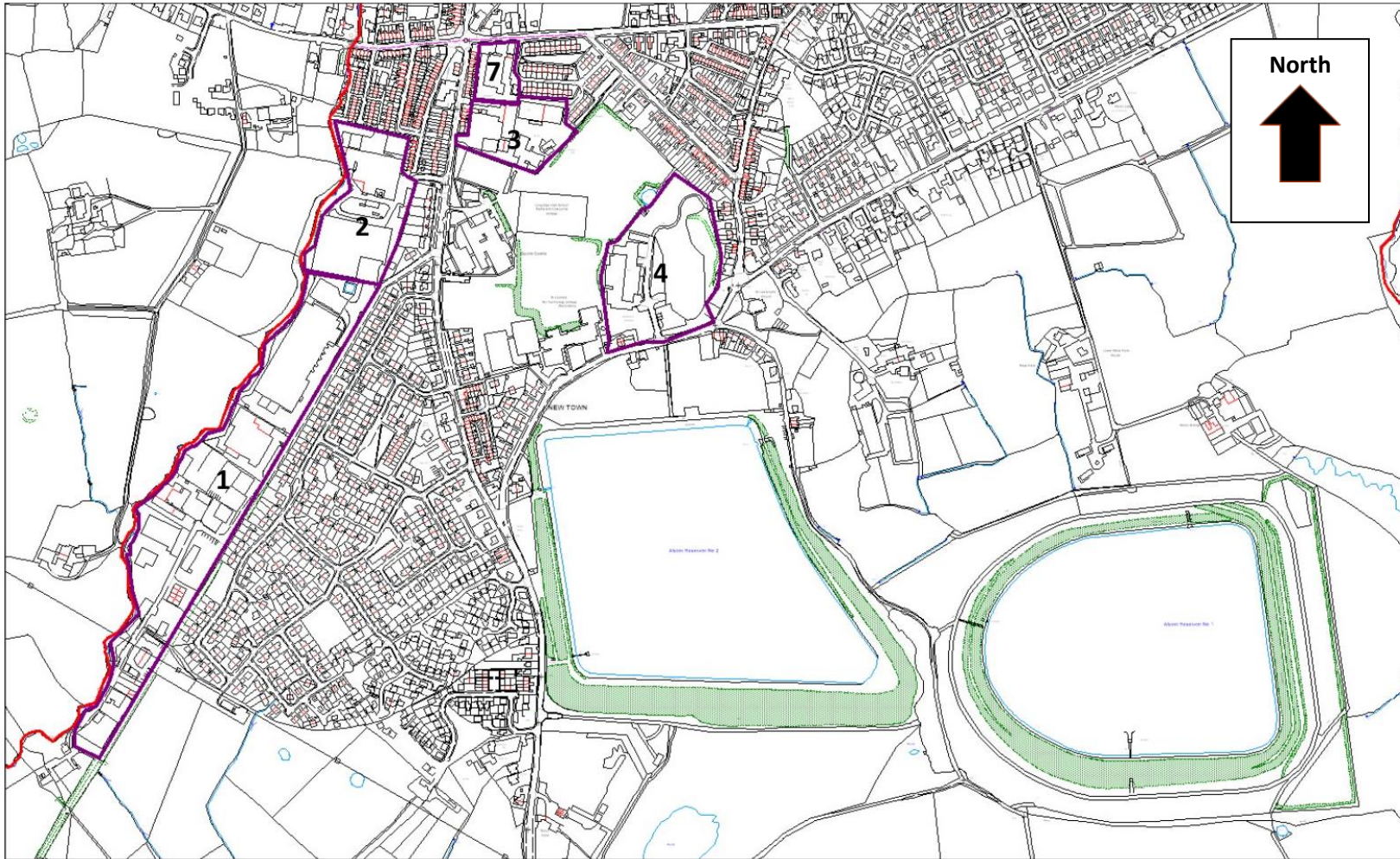
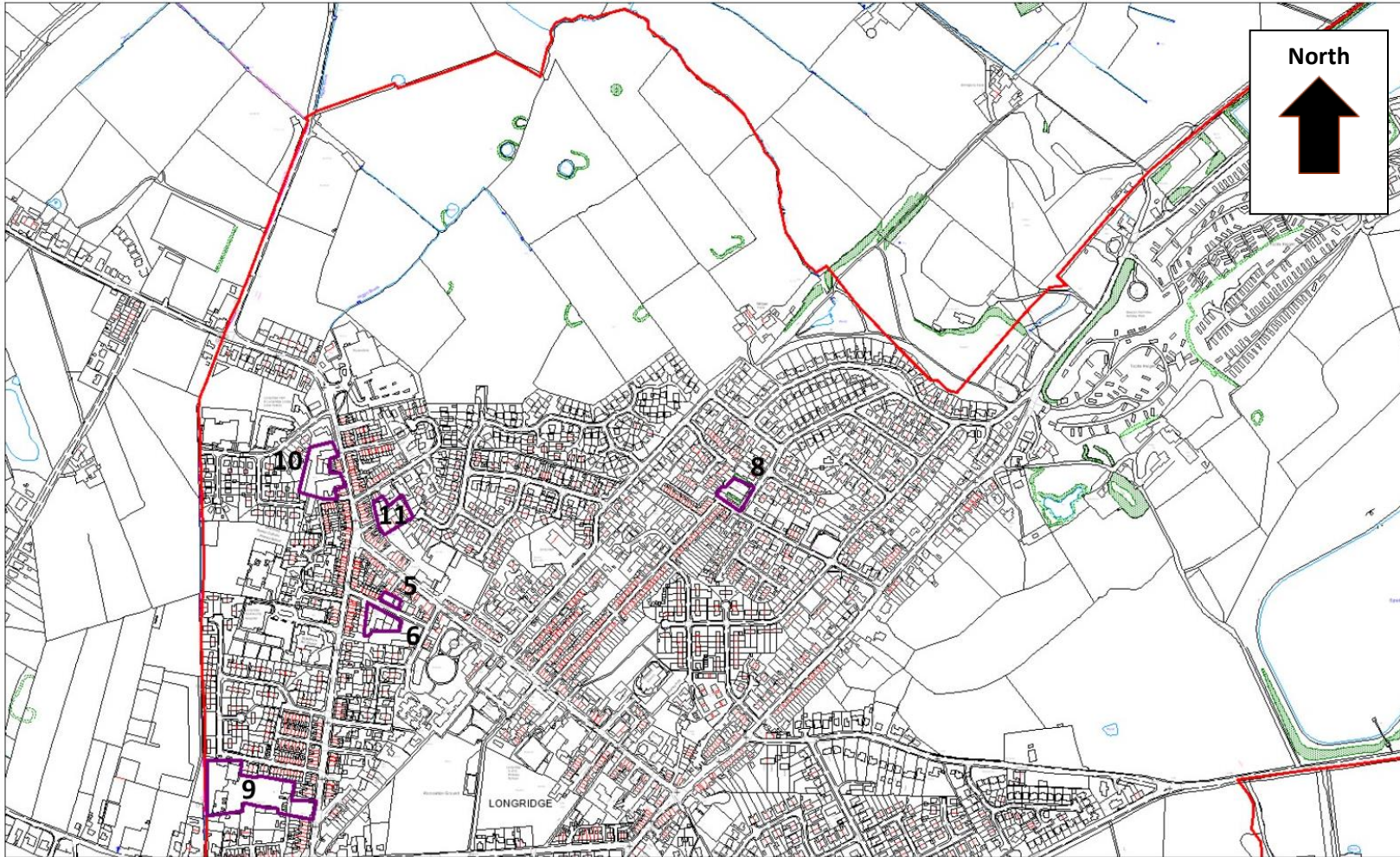


Figure 34– Local Employment Sites (OS licence number 100057074)



RVBC and RVH Housing Allocations Policy

Contents

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	Relevant Date of Registration	
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1. Introduction

The Council is required to allocate Social Housing according to a published Allocations Scheme which has been drawn up according to the Housing Act 1996, Part 6, and as amended by the Homelessness Act 2002 and the Localism Act 2011.

We have taken into account, as permitted by the law, prevailing local conditions – they are, the acute shortage of suitable available affordable properties and the increasing demand for those properties, irrespective of the size or type of household.

2. Legislative Context

- Housing Act 1996, Part 6 – as amended by the Homelessness Act 2002
- The Allocation of Housing (Procedure) Regulations 1997 (SI 1997 No.483)
- The Allocation of Housing (Reasonable and Additional Preference) Regulations 1999 SI 1999/1902
- The Allocation of Housing and Homelessness (Review Procedures) Regulations 1999 SI 1999/71
- Code of Guidance on the Allocation of Accommodation (ODPM, effective from 31 January 2003)
- Fair and Flexible – Code of Guidance on the Allocation of Accommodation December 2009
- Localism Act 2011

3. The Legal Framework: Allocation Priorities

This section explains how the Council meets the principal legal requirements for allocation schemes, as set out in the Housing Act 1996, as amended.

4. Strategic Context

In writing this Policy the Council has had regard to the following Council Strategies:

- Housing Strategy
- Homelessness Strategy
- Ribble Valley Homes Common Allocations Policy
- Addressing Housing Needs Documents
- Strategic Housing Market Assessment

5. General Approach

Throughout this Policy the Council has had regard to fairness, equality and diversity and the need to demonstrate that due consideration has been given to all sectors of the community, and to those in greatest need, consistent with prevailing local conditions and relevant legislation.

6. Ribble Valley Homes Common Allocations Policy

Ribble Valley Homes the largest housing provider in the Ribble Valley administer the Housing Register on behalf of RVBC they allocate their properties in accordance with a common allocations policy agreed with RVBC and they manage all nominations to other Registered Providers (Housing Associations) on behalf of RVBC. The Allocations Policy of RVBC and RVH are identical.

Equal Opportunities

The Allocations Scheme has been designed to ensure that those in most housing need are given priority for housing by strictly adhering to the points system. Only in respect of designated properties and local lettings schemes will the normal system of making offers not apply.

There will be special assessment and allocations arrangements for people with physical disabilities to ensure that designated properties are allocated to the applicant in the most need.

Detailed monitoring of allocations outcomes will be undertaken and reported. Regular equality impact assessments of the service will be carried out and one will be completed before a local lettings scheme is implemented. Other measures will be taken to ensure that vulnerable or disadvantaged groups are aware of the opportunity for getting a housing association home and are able to effectively engage with the Allocations Service.

7. Definition of an 'allocation'

An allocation is the selection of a person for an offer of accommodation. It includes moves by existing RP tenants, which are known as 'transfers'.

8. Reasonable Preference

The Council must provide '**reasonable preference**' to certain applicants in housing need.

What is 'reasonable preference'?

Reasonable preference means providing certain applicants with an **advantage** or **head start** compared to other applicants who do not have reasonable preference according to the law.

Reasonable preference must be given to:

- People who are homeless or threatened with homelessness within the meaning of Part 7 of the Housing Act 1996.
- People occupying unsanitary or overcrowded housing or otherwise unsatisfactory housing conditions.
- People who need to move on medical or welfare grounds, including disability
- People who need to move to a particular locality in the district of the authority, where failure to meet that need would cause hardship to themselves or others.

The Council does not have to provide the same advantage to all categories of reasonable preference. The allocations policy is there to meet local needs and housing demand, as well as the requirements of the law.

How does the Council provide 'reasonable preference'?

The scheme provides reasonable preference to the above applicants through the point's system.

9. Statement on Choice

RVBC's allocations policy permits all applicants to make choices about the areas in which they would like to be housed. Every effort is then made to offer suitable accommodation within the applicant's areas of choice. RVBC delivers this via RVH and other associated Registered Providers.

Registering

An application to join the Housing Register must be made using the required form. A verbal request to be housed will be acknowledged but registration will only follow after receipt of a completed application. The applications forms are available at the Council Offices Church Walk Clitheroe or from Ribble Valley Homes (RVH) at their offices in Station Road Clitheroe. Applications can also be requested by phone by contacting RVH Freephone number 0800 111 4448 or via our website www.ribbonvalleyhomes.org.uk

Once an application is registered the applicant will receive a unique reference number which should be used in all contact with Ribble Valley Homes.

The applicant will also be advised of the number of points their application has received, their positions on the waiting list and the "relevant date" of registration. "Relevant Date" is important as applicants will normally be housed in strict date order in a situation of equal points.

Applicants must keep RVH fully informed of any changes in circumstances. Failure to do this may either lead to the applicant being allocated the wrong points, an offer of accommodation being withdrawn because application details were incorrect, or the application being suspended from the list.

It is the responsibility of every applicant to ensure that their application details are correct at the time of registration and are subsequently updated when necessary. (RVH undertakes a 6 monthly review of all applications to ensure information is current failure to return these reviews will result in the cancellation of your application.) Where an applicant is flagged as vulnerable due to age, disability or low literacy contact with family members will be made before an application is cancelled due to failure to renew.

It is an offence for an applicant or member of their household to knowingly or recklessly give false information, or withhold information which the Authority has reasonably required to be given in connection with its functions under Part 6 of the Housing Act 1996.

A person guilty of a summary offence will be liable to a fine not exceeding £5000. They will also be removed from the Housing Register. The Authority is also entitled to seek possession of a tenancy granted as a result of a false statement by an applicant or someone acting at an applicant's instigation.

Some applicants will not be eligible to join the Housing Register. More information on this is given under Eligibility.

Members of RVBC and RVH staff, their close family and elected members who require housing with RVH may apply for housing in the same way as other applicants. Their status should be disclosed on the application form at the time of applying.

If an applicant who is a member of staff, board member or a member of their direct family, is made an offer it must be approved by the Managing Director and Chair of RVH before a formal offer is made. This must be ratified by the Board of RVH at the earliest opportunity

Applicants who deliberately worsen their situation to gain advantage will be assessed on the basis of their situation *immediately prior to* this taking place and may be excluded from the Register as above.

10. Eligibility

Not everyone who applies for accommodation will be eligible. Those people may be excluded from the Waiting List and not be entitled to Housing from the Council/RVH. The legislation in this area is detailed and complicated summarised below is a list of persons' who are not eligible but in making a decision the Council and RVH will refer to the detailed legal guidance which is appended to this policy.

These include:

- People from abroad who are subject to immigration control within the meaning of the Asylum and Immigration Act 1996. There will be some people (as defined by the Secretary of State) who are subject to immigration control but, nevertheless, are entitled to register for housing. These are
 - People who are refugees
 - People subject to Immigration Control but who have been granted humanitarian protection or discretionary leave to remain
 - People subject to Immigration Control and granted ILR – indefinite leave to remain, as long as they are habitually resident in the Common Travel Area (CTA). There may be other conditions as prescribed by the Secretary of State.
 - People subject to Immigration Control and a citizen of a Country that has ratified ECSMA and ESC *as long as* they are in the UK legally or are habitually resident in the CTA

NOTE: An applicant who is already in a Secure or Introductory Tenancy, or an Assured Tenancy allocated by the Local Housing Authority, is not subject to these eligibility requirements.

RVBC and RVH have further agreed that the following applicants will have restrictions placed on their applications for housing.

- Applicants or members of their household who engage in, or have been found responsible for, unacceptable behaviour. This is defined as behaviour which, had they been an assured tenant of RVH at the time they engaged in it, would have resulted in outright possession proceedings successfully being taken.
- Applicants or member of their household who have a history of behaviour which has caused nuisance and annoyance
- Applicants or members of their household who have been convicted for using a dwelling for immoral or illegal purposes, or committing an arrestable offence in the locality
- Applicants or members of their household who have committed domestic violence causing a partner or other family member to become homeless

- Applicants or members of their household who have caused a property to deteriorate due to waste, neglect or default
- Applicants or members of their household who have gained a tenancy through false statement or information given on application
- Applicants who have paid or received premium (received a financial or other benefit) in connection with a mutual exchange
- Applicants or members of their household who have been evicted from a dwelling within the curtilage of a building held for non-housing purposes due to conduct such that given the nature of the building it would not be right for occupation to continue.

In all of the above cases the application will be suspended from the waiting list for a minimum period of 12 months further consideration will be given after a year, if acceptable behaviour has been demonstrated during this period the application will be placed on the active waiting list. Each case will be treated on its merits and suspensions may be permanent or for longer periods than 12 months. An applicant may appeal if not satisfied with the decision.

- Applicants who have a history of rent arrears will not be made an offer of accommodation until outstanding debts have been cleared or RVBC and RVH are satisfied that the debts were as a result of circumstances beyond the applicants control or an arrangement is being maintained to repay the debt. Each case will be considered on its merits.

These are examples and this list is not intended to be exhaustive.

11. Verification of Eligibility

The following documentation will be required to verify an applicants eligibility prior to receiving an offer of accommodation:

- Proof of identity
- Proof of residency of children (Child benefit, court order)
- Proof of pregnancy (maternity notes, letter from GP)
- Proof of income/benefits (bank statement, wage slips, DWP documentation)
- Proof of savings/stocks and shares (bank statement, relevant paperwork)
- If owner/occupier of property, most recent mortgage statement
- Confirmation of immigration status and workers registration certificate (if relevant) for persons from abroad
- Medical evidence (completion of RVH medical assessment form)
- Notice of eviction (notice to quit from the housing provider) if not previously provided
- Any updated information from the original application
- Local connection evidence
- Reference from Landlord or Employer

12. Local Connection

In order to be accepted onto the register you must have a local connection to Ribble Valley;

1. Resident in the Borough
2. Employed, or have a firm offer of permanent employment in Ribble Valley.
3. Close family associations. These include, for example, parents, adult children, brothers and sisters living in the Borough continuously for at least 5 years. (need to think about this not what we currently do only give local connection in these circumstances to pensioners to receive support but I do think this is more in keeping with the localism act)

Applicants who have served in HM Forces in the last 5 years will be eligible to be considered for accommodation without meeting the Local Connection criteria.

13. Housing Need

Applicants registering for housing who are assessed as having no housing need will be accepted onto the housing register but as nil priority and will only be considered for low demand properties.

14. Ability to meet own Needs

Social Housing is for people who are considered to have insufficient resources to meet their housing need. The following applicants will therefore not receive any priority

Applicants who are owner-occupiers, whose home is suitable for their needs and/or who have savings or equity within the property greater than 100K to obtain suitable alternative accommodation. We will consider each application on an individual basis.

The resources available to each household will be assessed to determine whether they are sufficient to meet their housing need.

Applicants with a net household income of greater than £500 per week will be required to complete a financial assessment before any housing need points are awarded.

The following types of income are fully disregarded:

- Attendance Allowance
- Disability Living Allowance

Capital, Savings and Equity

The capital, savings and equity available to an applicant's household will be assessed. If it is determined that, given:

- The applicant's income, capital, savings and equity
- The size and composition of the applicant's household the local housing market (for example prices to buy or rent privately and availability of the appropriate accommodation)

An applicant can resolve their own housing need within their local housing market they will be registered with no priority

15. Decisions on Reasonable Preference and Additional Preference

The points of an applicant will be assessed to reflect the relative needs of his/her circumstances and taking into account the due consideration shown to all applicants on the register, and within the context of local Housing Provision.

If an applicant disagrees with the points they have been awarded they can appeal for a review, in writing within 21 days of the date of the decision. See Section 23 for further information on how to request a review.

Reasonable and Additional Preference is reflected in the Points structure described at section xxxx in this report.

How We Assess Reasonable and Additional Preference

Assessment of Reasonable, and Additional preference will be carried out by the Allocation's Administration Officers at RVH

This will only be carried out after all the information which the applicant has been reasonably required to provide has been received.

An applicant may not be registered until this information has been received and assessed.

16. Points System

Applications will be recorded in date order and allocated points in accordance with the points system. Available properties will be offered to the highest pointed applicant requesting that type of property in the area that is available. In the case of equal points it will be offered to the applicant who registered first.

Emergency Allocations Priority (These will only be awarded in consultation with RVBC)

Applicants will be given points for emergency housing need if their need for housing is assessed as so exceptional that they take priority over all other applicants or if there is an urgent need to allocate a property for financial or operational reasons.

Substantial evidence must exist and be provided by any relevant statutory or voluntary agencies before such priority is awarded.

The following are **examples** of the type of situations that may qualify:

- Urgent health/ wellbeing need
- Emergency disrepair
- To escape violence or threat of violence, serious harassment or a traumatic event where there is immediate and serious risk to the household The Police or another appropriate agency will usually provide supporting evidence that the risk exists. The person at risk may be the applicant, or another person who might be reasonably expected to reside with them.

Where we accept a household being referred under the Witness Protection Scheme.

Applicants will be given this priority for 3 months. The decision to extend or remove the Emergency housing need status will be made in conjunction with RVBC and will be based upon: -

- Whether a vacancy occurred during the 3 month period that met the declared needs of the applicant.
- If a suitable property became available and was refused was the refusal reasonable

Emergency status may also be awarded where the tenant of a 'sheltered' or 'adapted' property for the disabled has died leaving another family member in the property and the landlord wishes that family member to be moved quickly to enable the property to be let to an applicant who requires it.

In all emergency cases there is an expectation on the applicant, or their representative, to provide the information required to reach a decision.

Housing Need points

Applicants will receive housing need points if they fall within the categories set out below the weighting of all points is not the same it reflects the seriousness of the housing need:

Lack of bedrooms / Overcrowding

Applicants who lack 1 or more bedrooms in line with rules on Housing Benefit and Universal Credit

Under-occupation

The applicant is a tenant of RVH or an associated Registered Provider who resides within the Ribble Valley area and under-occupies their existing property and is looking to move to a smaller, more suitable property.

Harassment

The applicant is a victim of severe and/or persistent harassment or violence (including racial harassment) at their current property - providing evidence exists to substantiate the claim (e.g. from Police/Housing Officer), and re- housing is the most appropriate course of action. This decision will be made in conjunction with RVBC

Medical/Welfare

The applicant is awarded a 'high' medical priority.

This is based on information provided by the applicant by completion of RVH's assessment form. Please be aware the existence of a medical condition in itself does not automatically translate to points as RVH has to consider how a change of accommodation would help in relation to the medical condition.

Disrepair

Based on the conditions identified, the local authority has deemed your home to have the presence of hazards (Housing Health & Safety Rating System). Points in this category will be awarded following an inspection of the home by RVH property services and housing services staff. If the property is privately rented RVH will inform RVBC Environmental Health for them to take action. Points may not be awarded if an applicant refuses permission for their landlord to be contacted.

Supported Housing Move on/Care Leavers

The applicant resides within a short-term Supported Housing project (usually up to a maximum of two years) and is seeking to 'move-on' into independent accommodation. NB: The Project Manager of the scheme must confirm in writing that the applicant is ready for such a move and has acquired reasonable skills to sustain a tenancy. Points will be similarly awarded to applications from Care leavers **(Points in this category will be awarded by RVBC following an interview with the applicant)**

HM Forces

Applicants who qualify for reasonable preference who have served in HM Forces within the last 5 years

Effective management of social housing within Ribble Valley

This priority will be awarded in a number of situations set out below to aid the efficient management of social housing stock

- Under occupation of social housing
- Those moving from one bed general needs property to one bed sheltered accommodation.

Homeless/Threatened with Homelessness

People who are homeless (within the meaning of Part 7 of the 1996 Housing Act as amended by the Homelessness Act 2002). This includes people who are intentionally homeless and those who are not in priority need;

People who are owed a (homeless) duty by ANY local authority under section 190(2), 193(2) or 195(2) of the 1996 Act (or under section 65(2) or 68(2) of the Housing Act 1985) or who are living in accommodation secured by ANY housing authority under section 192(3). The letter detailing the outcome of a homeless application will specify whether one of these sections applies;

Applicants accepted as homeless or threatened with homelessness under Part 7 of the Housing Act 1996, (as amended by the Homelessness Act 2002 including Rent (Agricultural) Act Cases

Homeless applicants who refuse one suitable offer of accommodation will have their homeless points removed, and where it is determined that the offer of accommodation was suitable under the provisions of the Council's statutory homelessness obligations, the duty to them will be discharged. (This decision will be taken by RVBC)

Shared Facilities

Applicants in Hostel Type accommodation who are sharing facilities such as bathrooms and kitchens.

Split Families

Applicants who, not by choice are living in separate households due to the lack of suitable accommodation available, and cannot live together and wish to be rehoused and have not been accepted under Part 7 of the Housing Act 1996 (as amended by the Homelessness Act 2002). This includes those who may not have been living as part of the household at the time of the application, but whom it would be reasonable to expect to live with the applicant, as part of his/her household.

An application form should be completed by the household living in the worst property out of the households applying, to ensure the application is pointed correctly.

Work/Support

Applicants who are able to demonstrate the need to move nearer their place of work within Ribble Valley because they have secured or has permanent employment (over 16 hours) in the area (evidence of the employment must be provided). Also applicants who are able to demonstrate the need to move nearer local facilities or relatives, in order to receive, or give, support or care within the Borough.

Relationship Breakdown

Applicants who wish to live independently but who still reside with their ex partner/spouse following a relationship breakdown.

17. Relevant Date of Registration

When an applicant joins the Housing Register, the date their completed application is received will be their Relevant Date. A completed application is when the completed application form, proof of ID, proof of residency and reference have been received. If all information is not received within 3 months the application will be destroyed.

18. Exclusions from the Register

An applicant will be removed from the Housing Register in the following circumstances:

- They were found never to have been or have ceased to have been an eligible person;
- They have failed to respond to an application review within the specified time limit

The applicant will be notified in writing if the Allocations Service is intending to remove them from the Housing Register and will be given the reasons for removal. If the applicant subsequently gives reasons why they should not be removed from the Register a formal review of their case will be undertaken.

19. Serious Offenders

Serious offenders will not be eligible to join the Housing Register without an appropriate assessment in the first instance, which will take MAPPA (Multi-Agency Public Protection Arrangements) guidance into account, and will only be re-housed once a multi-agency risk assessment is carried out and there is suitable and safe accommodation available.

20. Application Renewals

In order to maintain the Housing Register as accurately as possible every applicant will be sent an invite to renew their application on a 6 month basis. Included in this will be a request to provide information on any changes in circumstances.

After a renewal request has been issued one reminder will be sent. If an application is not renewed within 28 days of the issue of the renewal letter and reminder the application will be cancelled and notification sent to the applicant.

If an application is cancelled any new application will have a new “Relevant Date” and will not normally be backdated.

Applicants will have the right to seek a review of a decision not to include on, or to remove from, the Housing Register.

21. Reviews

Applicants have the right to ask for a review of any decision made under the terms of this Policy with which they do not agree.

Requests for a review should normally be made:

1. In writing (a request over the phone or made verbally will need to be confirmed in writing). Please ask if you need assistance.
2. Within 21 days of the date of the decision being appealed
3. To the Housing Services Manager at RVH

22. Sharing information

The Council has agreed an information sharing protocol with RP's working across Ribble Valley. The protocol establishes procedural arrangements for the exchange of information between the Council and RP's for the purpose of allocations and nominations by the Council to the associations in respect of properties formerly owned by the Council. The protocol takes necessary account of the data protection legislation, health and safety legislation, human rights legislation, the law relating to defamation and the duty as to confidentiality of information. In particular, close regard is paid to the Data Protection Act 1998, which sets out 8 key principles that require personal data held to be:

- Processed fairly and lawfully
- Obtained only for specified legal
- Relevant to the purposes for which they are processed
- Accurate and up to date
- Kept no longer than necessary
- Processed in accordance with the rights of data subjects as detailed in the Act

- Subject to appropriate measures against unauthorised processing
- Not transferred outside the European Economic Area unless adequate controls are in place in the recipient country

These principles are strictly applied with very little statutory exception. Unless the consent of the person providing personal details is obtained, the Council can only lawfully share such information with the associations if there is a legal right to do so or it is justified as being in the public interest. All information held by the Council, which has been obtained for the purpose of, placing applicants on both the Housing Register and the Transfer Register are made available to the associations upon request. Applicants are made aware when they complete an application form that this information is held jointly between the partners. Nominations are made in accordance with Nomination Agreements.

All homeless applicants being considered for a housing association home are asked in writing to give their consent to the sharing of information. Any particularly sensitive information will be passed to an officer nominated by the associations who will be responsible for ensuring confidentiality and onward communication of the information. Specific agreement to share third party information will have to be obtained first and can only be done with the consent of the third part except for the purposes of the prevention or detection of crime, or the apprehension or prosecution of offenders.

23. Transfers and Mutual Exchanges

Applicants who already live in RVH or partner association's property in Ribble Valley will normally be regarded as "Transfer" applicants i.e. they are transferring from one Social Housing property to another.

These applications are known as "Transfer" applications and are treated as any other applications with a few exceptions:

1. RVH will occasionally, in the best interests of managing the Housing Stock, and by careful use of Transfers, maximize the number of lettings from an initial vacancy by giving Transfers priority over other Housing Register applicants.
2. The Council will allocate resources in accordance with the Communities and Local Government (CLG) Code of Guidance on Allocations and try to achieve a balance between existing tenants and new applicants
3. Applicants may not apply for a transfer until they have been a tenant of their existing accommodation for 12 months.

Management Transfers are defined as;

Cases considered to be urgent and serious enough to require an allocation to be made outside of the Council's normal policy and procedure are defined as follows:

- a) threats to life
- b) racial or homophobic harassment
- c) extreme anti-social behaviour
- d) vulnerable witnesses
- e) any other significant and/or immediate need for a move to more suitable, alternative accommodation this will include decant of tenants to allow work to be undertaken to their homes and to deal with person's left insitu following the death of the previous tenant. (succession)

Mutual Exchanges

A mutual exchange is where one tenant agrees with another tenant to swap homes. This means that the tenant 'assigns' their interest in a tenancy to another person. The tenancy agreement does not change and by exchanging you accept the responsibilities of the former tenant for the condition of the property. Following a Mutual Exchange RVH or other appropriate landlord will only carry out repairs that are its legal responsibility they will not undertake repairs that are the responsibility of the tenant.

As a tenant of Ribble Valley Homes, you may exchange with

- Other Ribble Valley Homes Tenants
 - Tenants of Local Authorities
 - Tenants of other Registered Social Landlords
 - Tenants of Charitable Housing Trusts
- But not with tenants of private landlords.

You need to ask for our written permission to exchange and there are certain circumstances where we may withhold that permission.

24.Length of Tenancy Term Offered

If you are offered a tenancy with RVH it will initially be a Starter Tenancy for a period of 12 months this will convert to an Assured Tenancy (Lifetime Tenancy) on the anniversary of tenancy commencement providing the tenancy has been conducted in an appropriate manner. In certain circumstances the starter tenancy may be extended. The tenancies offered by other providers may vary and may include Fixed Term Tenancies. The type of tenancy you are offered will be made clear by the Provider concerned but refusal of a tenancy on the grounds that it is a fixed term tenancy would not be considered a reasonable refusal.

25.Exceptions

There are some exceptions to this Policy based upon Primary and Secondary Legislation, or upon locally agreed arrangements

- Part 6 of the 1996 Act does not apply to Mutual Exchanges within a Council's own stock, or via national schemes such as Homeswapper.
- The following cases are also exempted:
 1. Where a tenant dies (either secure or fixed term) and a succession takes place under The Housing Act 1985
 2. Where assignment takes place by way of mutual exchange under the Housing Act 1985
 3. Where a secure tenancy is granted by order of a Court under Matrimonial Causes Act 1973, or Matrimonial and Family Proceedings Act 1984, or Children Act 1989.
 4. Where an Introductory Tenancy becomes a secure tenancy

There are also some circumstances in which allocations may be made other than in accordance with the scheme detailed in this policy.

These include:

- Supported accommodation (i.e. accommodation in which support is provided as a condition of occupancy).
- Accommodation for keyworkers, as defined locally
- Lettings to joint tenants, where a tenancy is currently held by one of the joint tenants as a sole tenancy.
- Letting to a former tenant, where a joint tenancy has been terminated by one joint tenant and the other tenant wants to remain in the property (when this is in accordance with eligibility for the specific property type in question)
- Letting to someone who has lived in that property as the relative or carer of a tenant who has died, but there is no statutory right for that person to succeed to the tenancy
- Letting of a property for the purpose of decanting an existing Registered Provider tenant (e.g. where their current property requires work which cannot be carried out with the tenant in residence, or if the current property is scheduled for demolition).
- Letting of a property to an existing Registered Provider tenant, for management reasons. Such allocations can only be carried out with the prior approval of the Housing Services Manager.
- Letting of a property which is particularly suitable for an applicant by virtue of its design, construction or adaptation.
- Letting of a property to a person referred to the Council by the Multi Agency Risk Assessment Conference (MARAC) as a result of Domestic Violence.
- Lettings which are required in order to secure a 'chain letting' whereby RVH maximises use of the stock available to meet the most housing need.

Any decision to allocate accommodation outside of the policy will be signed off by the Housing Services Manager.

26. Allocating Affordable Rented Properties

The policy does not differentiate between working and non-working households in the allocation of Affordable Rent housing.

Affordable Rent will be accessed in terms of the priorities and requirements set out in the Allocations Policy this will allow RVH to maximise use of housing supply to meet need.

RVBC's Strategic Housing team will agree local letting plans for new developments where appropriate. Consideration will be given to establishing local lettings plans where there is a high level of affordable housing in a particular area. There may also be certain circumstances where a local letting plan might be used or agreed where Affordable Rent lettings will be prioritised for certain groups of applicants.

27. Local Lettings Policies/Schemes

Local lettings schemes will be designated by RP's following detailed consultation with the Council and an assessment of the impact. Once agreed these schemes will have their own allocations criteria. Local lettings schemes will be put in place for a specific

area or estate and will be set up in response to particular local circumstances. They will include a clear commitment to equality of opportunity, the provision of clear and accurate information to applicants and an appeals mechanism.

The aim of local lettings schemes is to work towards more balance within local communities to result in outcomes that reflect the wider community and address issues such as child density and the proportion of households in employment in any one area or estate.

Working towards more balanced communities may mean housing a mix of:

- a) Different household types;
- b) Households of different ages and/or with children of different ages;
- c) People who are in paid employment and those who are not in paid employment;
- d) Families which have one parent and those which have two parents;
- e) Households that have previously had a tenancy and those that have not;
- f) Local connection to rurally isolated villages

The precise approach to be adopted will reflect the particular problems/issues of each area

Developing local lettings

Proposals for any local lettings scheme will need to set out the following:

- a) A clear definition of the issues backed up relevant evidence
- b) A method which is likely to address the issues
- c) Some assessment of possible adverse impacts
- d) A way in which the scheme can be monitored
- e) Proposals for reporting and reviewing the scheme

The mechanics of local lettings schemes can work in a variety of ways. For example:

- By-pass the mainstream rehousing policy and procedures altogether;
- Select some, or all, allocations from within the mainstream system, but change the weighting given to various aspects of housing need;
- Select some, or all, allocations from within the mainstream system, but introduce additional criteria for the scheme;
- Select from the mainstream system but according to locally set targets.

Once a local lettings scheme has been designated and the rules that will apply agreed, the Allocations Service will allocate all vacancies in the area or estate according to the agreed rules. The policies that apply to all other general needs properties will be suspended. A system for monitoring the impact of the scheme will be agreed and the results reviewed at meetings between RVBC and RVH

28. Pilot Schemes

From time to time the Council in conjunction with housing association partners will wish to pilot certain schemes to make best use of the social housing stock. Full details of any current scheme will be published on the Council's website.

29. Reciprocal

Other local authorities sometimes request rehousing on a reciprocal basis. The following criteria will be applied:

- The nominated person would be at risk in their present property, and
- The referring organisation is unable to intervene to mitigate the risk or to house the nominated people themselves.

Once accepted for housing assistance will be on the following basis:

- The applicant will be offered time limited priority on the waiting list
- The Allocations Service will have nomination rights to the resulting vacancy or another property of similar type or size;
- The accommodation will be of a similar size and type to that occupied at present;
- The offer of accommodation will be at a safe distance to the present accommodation.

30. Withdrawal of Offers

In the following very exceptional circumstances, offers may be withdrawn:

- Where there has been a change in the applicants circumstances
- Following verification the applicant is not eligible for the property; or
- Where an offer of accommodation could put a vulnerable person at risk of any harm
- Where an applicant has knowingly or otherwise provided information that is false and/or misleading

Where the termination of tenancy has been withdrawn

Match of household type to property size

The following table indicates the type/size of accommodation for which applicants can expect to qualify. On occasions applicants may be offered a property that is larger than their housing needs require this will usually be where there is insufficient demand from people who need that size of accommodation. Any offer will be subject to a financial assessment to ensure the applicant can afford the higher rent associated with the larger property.

Single person	Bedsit, studio or one bedroom accommodation
Couple	One bedroom
Two adults, not living together as a couple e.g. if an adult has a medical need for a carer to live with them, on a full time basis, and this carer is not their partner. Proof will be required.	Two Bedrooms
Adult(s) with one dependent child	Two bedrooms
Adult(s) with two dependent children of the same sex (up to 16 years) or opposite sex but aged under 10 years	Two bedrooms
Adult(s) with 2 dependent children of opposite sex aged over 10 years	Three bedrooms
Adult(s) with three dependent children	Three bedrooms
Adult(s) with four or more dependent children	Three or four bedrooms

Additional Criteria

Priority for Ground floor accommodation will normally be given to someone who requires level access on the grounds of age, disability, medical need or children under the age of 8.

Applicants who need adaptations will only be offered a property where the adaptation is in situ. Exceptional cases will be considered at the discretion of the Housing Services Manager where there is a very urgent need to move and the risk to the applicant to remain in their current accommodation is significant, and where a move into a standard ground floor property will significantly reduce the risk

In order to be eligible for bedroom spaces for children, the adult(s) must demonstrate that the child(ren) live(s) with them on a full time, permanent basis. Proof of Child Benefit will be the determining factor. On occasions when there is an excess supply of larger properties an offer may be made to someone who has part time access to children subject to a financial assessment.

When we have registered your application we will advise you what size of properties you will be considered for.

31. Additional Notes

A copy of this Policy, or a summary, is available from Ribble Valley Borough Council offices or via the website at www.ribblevalley.gov.uk

Advice and assistance on the Housing Register and how to secure accommodation is available free of charge from Ribble Valley Borough Council , Council Offices, Church Walk, Clitheroe BB7 2RA or by telephoning 01200 425111

The Council will provide a draft and consult on the details of any significant changes to this policy. All stakeholders will be consulted, including (but not exclusively) Registered Provider (RP) partners, applicants, and representatives of statutory and voluntary agencies.

The policy will be reviewed on an annual basis and will be reported to Ribble Valley Borough Council's Health and Housing Committee.

How Points are Awarded

Points category	Points Awarded	Reason/Circumstances for Award
Medical Points	0-25	Awarded in bands of 5 following completion of medical assessment form (see note below)
Overcrowding	10 points	Awarded for each bedroom short based on bedroom criteria detailed in Policy
Underoccupation	10	One bedroom excess and living in Social Housing Tenancy
	30	Two bedroom excess and living in Social Housing Tenancy
	50	Three bedroom excess and living in Social Housing Tenancy
Homeless Points	10	Homeless at Home (allocated by RVBC)
	15	LA Statutory Duty Exists (allocated by RVBC) 5 additional points will be awarded every 3 months up to a maximum of 12 months- 20 points
Children above ground floor	5	Awarded where a child under 8 is living in accommodation above ground floor level
1 bed general needs to 1 bed sheltered	10	To free up higher demand properties
Move on From Supported Accommodation/Care Leavers	10	Awarded where applicant needs to move on from supported living into independence.
Emergency Allocations Priority	10	As detailed in policy and will only be awarded in conjunction with RVBC
Harrassment	10	Specific evidence based circumstances as detailed in policy
Disrepair	0-15	Awarded in bands of 5 following visit by property services and housing services
Member of HM Forces within the last 5 ears	10	This is not awarded where 10 residency points apply
Single Independence points	5	Young people wishing to move on from their family home
Lacking Facilities	20	No fixed abode applicants – evidence required.
Shared Facilities	10	Hostel type accommodation sharing kitchen or bathroom facilities
Split Families	5	Awarded where families who would reasonably e expected to live together cannot due to their housing circumstances
Local Connection Residency	0-10	In bands of 5 after 12 months and 10 after 5 years, break of 12 months residency may be allowed in certain circumstances without loss of points

Work/Support	10	Evidence required e.g. proof of employment/need to give or receive support
Relationship Breakdown	5	Awarded following relationship breakdown and the same house still being occupied
Age Points	10	Awarded after the age of 70

The two crucial factors that are looked for in any awards of medical conditions are:

1. The physical link between the identified medical complaint and the current housing accommodation/situation.
2. That there is a realistic expectation that the identified medical condition would improve if alternative, more suitable accommodation was made available.

The following list covers some of the main factors, which can be reflected in a points award under medical considerations.

1. Mobility - Inability to manage stairs/control-heating (e.g. put on extra clothing or adjust fire). size of accommodation, garden.
2. Applicants or tenants who are more or less confined to their existing accommodation, or where they depend on others to enable them to leave the dwelling.
3. Where present accommodation is causing the applicant's mental or physical disability, which could be overcome by a move to more suitable accommodation.

The approach in this instance is to focus on how the applicant or tenant's circumstances could be improved by a move to alternative accommodation - points will be awarded accordingly.



How to comment on this document

[details to be inserted after discussion with RVBC]