

Pendle Local Plan



Pendle Local Plan 5th Edition 2025-2045 Engagement Strategy June 2026

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Versions

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1. Purpose

- 1.1 This document represents the Council's formal strategy for engaging communities, key stakeholders and statutory bodies in the preparation of the Pendle Local Plan 5th Edition 2025-2045 ["the Local Plan"].
- 1.2 The strategy has been prepared in accordance with The Town and Country Planning (Local Planning) (England) Regulations 2026. It fulfils the requirements of the new local plan-making system by setting out an approach to engagement that is meaningful, proportionate and front-loaded.
- 1.3 A digital-first approach is supported by targeted in-person and bespoke engagement activities, where these add value or are necessary to reach a specific group.
- 1.4 It forms part of the in-house Programme Initiation Document (PID) and the evidence base necessary to pass the Gateway 1 self-assessment required as part of the new plan-making process.
- 1.5 The Strategy sets out:
 - How and when stakeholders will be engaged
 - How engagement activities will be inclusive, proportionate and purposeful
 - How an accessible digital-first approach will be integrated
 - How feedback will help to shape the local plan at each stage
- 1.6 This strategy has been prepared having full regard to government regulations and guidance on plan-making and engagement, including:
 - [National Planning Policy Framework](#) (NPPF) published on 12 December 2024
 - [Planning Practice Guidance](#) (PPG) on plan-making
 - Supplementary guidance from the Ministry of Housing, Communities and Local Government (MHCLG) entitled [Getting ready to prepare a new plan](#)
 - The Planning Advisory Service (PAS) [Local Plan Route Mapper and Toolkit](#)
- 1.7 The Council has also taken account of past experience in plan-making, emerging best practice and examples from other local planning authorities. To ensure that our approach is appropriate, proportionate, effective, and compliant with national guidance.

2. The Local Plan

- 2.1 Good planning delivers development that is in the public interest and protects the environment from harm.
- 2.2 In England the planning system is plan-led. Most people only encounter the planning system when they, or their neighbours, apply for planning permission, outlining changes they would like to make to their property. But this is almost the final stage in the planning process. It is the earlier plan-making stage where people can influence how the place they call home should develop in the future.
- 2.3 Planning law requires applications for planning permission to be determined in accordance with the statutory Development Plan, unless material considerations indicate otherwise.¹
- 2.4 The Development Plan for Pendle currently includes the:
- [Pendle Local Plan 4th Edition 2021-2040](#) (2025)
 - [Joint Lancashire Minerals and Waste Local Plan](#) – (2009 / 2013)
 - Neighbourhood Plans, where these have been adopted (as listed below)
 - [Trawden Forest](#) (2018)
 - [Barrowford](#) (2019)
 - [Kelbrook and Sough](#) (2022)
 - [Colne](#) (2023)
- 2.5 The Government requires Pendle Borough Council [“the Council”], in its role as the local planning authority [“LPA”], to prepare a Local Plan. This document identifies the broad locations for growth and specific areas of land for future development (site allocations), together with the detailed planning policies against which all new development proposals will be assessed. The Local Plan must be consistent with national policy, including the National Planning Policy Framework (NPPF) which at its core seeks to achieve sustainable development.
- 2.6 The Council adopted its first Local Plan in January 1999 and is now preparing the Pendle Local Plan 5th Revision 2025-2045. The anticipated date for adoption of the new Local Plan is March 2029.

¹ Section 38(6) Planning and Compulsory Purchase Act 2024

3. Engagement, consultation and participation

- 3.1 [The Town and Country Planning \(Local Planning\) \(England\) Regulations 2026](#) identify the key stages where informal engagement and formal public consultation are a statutory requirement in plan-making (Table 2.1).²

Figure 2.1 Key stages for engagement and consultation in plan-making

Regulation	Purpose / Description
Reg 20	Statutory consultation, which guidance recommends should last for at least 21 days and must finish before the Gateway 1 self-assessment summary is published. Its purpose is to consider the proposed scope and content of the Local Plan and how any engagement will take place. The Council will publish a summary of responses, as required by Regulation 22.
Reg 23	Statutory consultation, of not less than six weeks, to consider the proposed content of the Local Plan and its supporting evidence. The Council will publish a summary of responses as required by Regulation 24. The Local Plan will be amended as necessary to address the comments received.
Reg 27	Statutory public consultation, of not less than eight weeks, to consider the final draft of the Local Plan. The Council will publish a summary of responses as required by Regulation 30. The Council will not make further amendments to the Local Plan at this stage. All the comments received in response to this public consultation will be forwarded to the independent planning inspector appointed to conduct the Examination of the Local Plan, for their consideration.
Reg 35	Opportunity to submit a written statement(s) or appear in person at the Examination in Public for the Local Plan.
Reg 36	The inspector may pause the Examination of the Local Plan for up to six months, for further work. This may include a further public consultation, of not less than six weeks, to consider proposed changes to the Local Plan, known as Main Modifications. All the comments received in response to this public consultation will be forwarded to the planning inspector, for their consideration.

- 3.2 The Council's commitment to involving the local community and key stakeholders in both plan-making and decision-making was previously set out in the Statement of Community Involvement ["SCI"]³.
- 3.3 This Engagement Strategy focuses on how and when we will seek to involve all interested parties in the preparation of the new Local Plan.

² Statutory means that it is required by Government legislation.

³ The requirement to prepare a Statement of Community Involvement, previously set out in [s.18 of the Planning and Compulsory Purchase Act 2004](#), no longer applies.

- 3.4 There are several distinct stages in the preparation of a Local Plan. To ensure that the plan-making process is transparent, this engagement strategy clearly sets out how and when people can become involved.
- 3.5 From the outset, it is important to be clear about the choices to be made and what can, and what can't, be influenced.
- 3.6 Early engagement in the plan-making process helps to demonstrate to our community that their views will influence plan-making rather than being a reaction to a pre-determined position.
- 3.7 Successful engagement is a two-way process, with the purpose being to understand the views and preferences of the local community, key stakeholders and other interested parties, in order to develop a locally distinctive and successful plan.
- 3.8 The methods to be used should be both appropriate and proportionate, encouraging participants to explore the implications of what they are saying rather than simply repeating pre-determined views or preferences.
- 3.9 Both digital and non-digital methods of engagement are used in plan-making. The use of targeted outreach and accessible consultation methods ensures that all demographics are reached, including seldom-heard groups. This blended approach helps us to:
 - reach a broad audience
 - minimise the possibility of excluding different demographic groups
 - make sure that those without access to digital tools, or those who don't feel comfortable using them, are not excluded
- 3.10 All documents and publicity materials will be written in plain English and translated into other languages as necessary. A short and easy to understand Executive Summary will be included at the front of any long or complex documents, to ensure that readers are aware of the document's core message.
- 3.11 The Regulations build in a feedback loop to demonstrate how the views of the community and key stakeholders have influenced the plan-making process, helping to build trust and encourage ongoing engagement.
- 3.12 Following each statutory public consultation, the Council is required to publish a summary of the representations received, including the Council's response and any recommended changes to the draft plan that was consulted upon.
- 3.13 Monitoring and evaluating the effectiveness of our engagement will allow for adjustments to our approach, to help improve reach and inclusivity, and improve both plan-making and decision-taking.

- 3.14 The plan-making process is designed to build positive relationships and trust that endures beyond any statutory consultations.
- 3.15 This document summarises how officers in planning policy will seek to promote constructive and ongoing engagement in the preparation of the Local Plan with:
- officers of Pendle Council, Pendle Leisure Trust and Housing Pendle
 - elected members of the Council (councillors)
 - representatives of the town and parish councils
 - key stakeholders
 - members of the community
- 3.16 The Consultation and Engagement Plan (Appendix 1) is a ‘living document’ that will be updated, as necessary, as evidence and issues emerge, helping to ensure that discussions take place at the right time to inform and influence the direction of the Plan.
- 3.17 The Local Plan timetable, first published on 30 June 2026, and updated as necessary, identifies the key milestones in the new plan-making process.

*A plan that everyone dislikes for a different reason is a **success**.*

*A plan that everyone dislikes for the same reason is a **failure**.*

*A plan that everyone likes for the same reason is **an act of God!***

- Carson & Associates LLC -

4. Engagement with officers of the Council and its partners

Why We Need to Engage

- 4.1 Many of the Council's plans and strategies rely, to a greater or lesser extent, on support provided through planning policy for their success. Regeneration schemes delivered through the Nelson Town Deal and the Levelling-up Fund may require the re-appraisal of potential barriers to development; whilst the declaration of a Climate Emergency in 2017 and initiatives to reduce high levels of childhood obesity and improve levels of health and well-being, both have far reaching implications.
- 4.2 Internal discussions are also important to identify how planning can help to promote active travel; encourage the use of public transport; overcome deficiencies in the current housing stock; address pollution and contamination; and realise the full value of the Council's assets wherever practicable.

Our Approach to Engagement

- 4.3 Engagement with officers will primarily take place via email, online and face-to-face meetings.
- 4.4 Digital methods of communication will be used to maintain awareness amongst employees of the Council using a combination of the Message of the Day, the weekly message from the Chief Executive, staff briefings via the Extended Management Team and the Framework newsletter.
- 4.5 Dedicated webpages for the Local Plan and any consultations will be hosted on the Council website.

5. Engagement with elected members (councillors)

Why We Need to Engage

- 5.1 The Local Plan will guide development and growth in the borough for 15 years or more. To ensure that its spatial strategy and development management policies address the key issues in the borough, the Local Plan is guided by the Council's Corporate Plan, Service Plan, other strategies, and action plans. The potential to realise value from land and premises in the ownership of the Council is also a key consideration.
- 5.2 Councillors play an important leadership role in the development of the Local Plan. Their support is essential to its success. But, given the challenges of visibly supporting proposals for development and growth, consensus is not always easy to achieve.
- 5.3 When faced with tough choices, robust and up-to-date evidence and public feedback are essential. Councillors play a vital role in facilitating engagement with the people they represent, helping to ensure that the local community has a strong voice in the preparation of new planning policy.
- 5.4 Fundamentally, planning is about making Pendle a better place to live. It achieves this by promoting sustainable development – balancing the economic, environmental and social impacts of new development. Finding the correct balance is what makes plan-making both challenging and exciting.
- 5.5 Weighing up the many considerations that influence plan-making and the requirements of the National Planning Policy Framework ["NPPF"]⁴ is not an easy task. The appointment of a politically balanced Local Plan Working Group, and the circulation of minutes of the meetings, helps to ensure transparency in the plan-making process.

Our Approach to Engagement

- 5.6 Engagement with councillors will primarily be carried out through the Local Plan Working Group. Having regard to the evidence base and development viability, this group will provide the strategic direction for the plan.
- 5.7 The Working Group will comprise the leaders of the three main political parties and their planning leads. Officers from Planning Policy will facilitate the regular meetings, which will also be attended by the Assistant Director: Planning, Building Control and Regulatory Services and the Chief Executive, as necessary.

⁴ All references in this document relate to the NPPF published in December 2024, as amended in February 2025, unless otherwise stated.

- 5.8 The Framework newsletter is an established method of keeping councillors not directly involved in plan-making up to date with progress on the Local Plan. This will be supplemented by issuing detailed minutes of the Working Group meetings.
- 5.9 At key stages in the plan-making process, the planning policy team will prepare reports and presentations for the Corporate Leadership Team and Extended Management Team.
- 5.10 Where permitted by the Council's constitution, the elected member with responsibility for planning will liaise with the Associate Director: Planning, Building Control and Regulatory Services to help expedite decision taking. Any committee reports concerning the adoption of new Council policy must be ratified by the Executive and/or Full Council.

6. Engagement with parish and town councils

Why We Need to Engage

- 6.1 Parish and town councils are formed of elected members that represent the first tier of local government in England. They operate independently to provide local services and represent their communities.
- 6.2 The significance of having a mechanism for decision-making at the grassroots level has long been recognised as a cornerstone of democracy. Parish and town councillors help to bridge the gap between residents and the borough council by providing a local response to key issues – such as planning – or national events. In doing so, they can help to pinpoint the delivery of services and funding to those areas which need it most.
- 6.3 There are 18 parish and town councils in Pendle whose representatives sit on the borough's four area committees.

Area Committee	Parish
Nelson and Brierfield	Nelson Town Council Brierfield Town Council Reedley Hallows Parish Council
Colne	Colne Town Council Foulridge Parish Council Laneshaw Bridge Parish Council Trawden Forest Parish Council
West Craven	Barnoldswick Town Council Earby Town Council Kelbrook and Sough Parish Council Salterforth Parish Council
Barrowford and Western Parishes	Barrowford Town Council ¹ Barley with West-Close-Booth Parish Council Blacko Parish Council Goldshaw Booth Parish Council Higham Parish Council Old Laund Booth Parish Council Roughlee Parish Council

Notes:

¹ Bracewell and Brogden Parish Meeting was officially abolished in 2022 following a [Community Governance Review](#). Matters are now addressed through Barnoldswick Town Council.

- 6.4 Neighbourhood planning was introduced in the [Localism Act 2011](#). It provides the statutory powers that enable local communities to prepare Neighbourhood Development Plans [“NDPs”]. In turn NDPs set out the planning policies that guide development within the designated neighbourhood area. These policies carry the same weight in decision-making as the policies in the Local Plan.
- 6.5 Town and parish councils normally lead on the preparation of NDPs. They have a vested interest in the preparation of strategic planning policies in the Local Plan, as these will influence the amount of future development and growth in their area. Where an adopted NDP is in place, this interest will focus on whether their policies, as required by government legislation, remain in general conformity with the strategic planning policies in a new Local Plan.
- 6.6 In addition, the in-depth local knowledge of those serving on parish and town councils is often invaluable, particularly when considering the allocation of sites for future growth.

Our Approach to Engagement

- 6.7 Planning Policy officers will, when appropriate, attend scheduled parish and town council meetings. Presentations about the spatial implications of new planning policies, including any proposed site allocations, will normally be delivered online to help broaden . A question-and-answer session will help to indicate any revisions that may be necessary.
- 6.8 Once again, the Framework newsletter will help to keep the parish and town councils up to date with progress on the Local Plan.

7. Engagement with key stakeholders

Why We Need to Engage

- 7.1 The NPPF at paragraph 24 states that:

‘... local planning authorities ... (are) under a duty to cooperate with each other, and with other prescribed bodies, on strategic matters that cross administrative boundaries.’

- 7.2 Under the Planning and Infrastructure Act 2025, the duty to cooperate will be replaced by a new system of spatial development strategies (SDS). These strategies will distribute housing and other strategic planning needs over large areas between individual local authorities. The new system aims to avoid local plans stalling at examination due to a failure to comply with the duty.

Who We Need to Engage With

- 7.3 Full details of the engagement we will carry out with a wide range of external bodies and other interested parties, who have an interest in plan-making, is set-out in the SCI. They are also summarised below

General and Specific Consultation Bodies

- 7.4 [Regulation 2\(2\) of The Town and Country Planning \(Local Planning\) \(England\) Regulations 2026](#) identifies the ‘specific consultation bodies’ and the ‘general consultation bodies’ who should be invited to make representations as part of the plan-making process. These are organisations that represent the interests of particular persons, groups or businesses.

Neighbouring local authorities

- 7.5 Prominent amongst the ‘specific consultation bodies’ are the seven local planning authorities [“LPAs”], five of whom share an administrative boundary with Pendle (Figure 7.1). These are:
- Burnley BC, Lancashire
 - Ribble Valley BC, Lancashire
 - Lancashire County Council
 - Lancashire Combined County Authority
 - Calderdale MBC, West Yorkshire
 - City of Bradford MDC , West Yorkshire
 - North Yorkshire Council

Figure 7.1 Pendle in context



Lancashire Authorities

7.6 In addition to the four Lancashire LPAs mentioned in paragraph 7.5, the following LPAs also form part of the Lancashire-14 grouping of authorities.⁵ Engagement with these LPAs is primarily conducted through the quarterly Development Plan Officer Group [“DPOG”] meetings.

- Blackpool BC
- Chorley BC
- Fylde BC
- Lancaster CC
- Preston CC
- South Ribble BC
- West Lancashire BC
- Wyre BC

⁵ The County of Lancashire comprises twelve (12) two-tier local authorities. The Lancashire-14 definition also includes the unitary authorities for Blackpool and Blackburn-with-Darwen.

Our Approach to Engagement

- 7.7 Meetings with the specific and general consultation bodies, will continue to take place, as appropriate, to discuss any strategic cross boundary issues identified during the plan-making process.
- 7.8 Consultation with the three key statutory consultees – Natural England, Environment Agency and Historic England – is built into the plan-making process from the outset, as their views must be requested at the scoping stage. The Council will facilitate a one-to-one or combined meeting with these bodies as part of each statutory consultation.
- 7.9 This approach ensures that the Council’s obligations in respect of strategic cross boundary matters, continue to be met until such time that the Lancashire Spatial Development Strategy [“SDS”] has been formally adopted.⁶ Where necessary, a Statement of Common Ground [“SoCG”], or a Memorandum of Understanding [“MoU”], will be signed by the relevant parties.
- 7.10 The quarterly Lancashire DPOG meetings include Local Plan updates as a standing item on the agenda.
- 7.11 In addition, our Framework newsletter is sent to all the LPAs in Lancashire, all neighbouring parish and town councils and the neighbouring LPAs in North and West Yorkshire.

⁶ The Lancashire County Combined Authority [“LCCA”] is responsible for preparing the SDS.

8. Engagement with the local community

Why We Need to Engage

- 8.1 Communities possess invaluable local knowledge that can improve decisions and prevent costly oversights.
- 8.2 Engagement with the local community is not just a nice-to-have consultation activity; it is an essential component of effective plan-making and decision-making. Listening to and understanding the views of residents, businesses, community groups etc. helps to build positive and lasting relationships, improve outcomes, build trust, reduce risks and create sustainable value.
- 8.3 The trust and understanding of the local community can create genuine support for a particular policy approach or site allocation, reducing delays by minimising the potential for conflict and legal challenge.
- 8.4 Effective engagement can empower residents to explore, plan, and act together on their priority issues.
- 8.5 Local knowledge and expertise can help to highlight:
 - Historical context – understanding past issues and successes
 - Patterns of use – how people actually use spaces and services
 - Cultural considerations – community values and sensitivities
 - Practical challenges – real-world constraints and opportunities
 - Future needs – anticipated changes and requirements

Our Approach to Engagement

- 8.6 Officers from Planning Policy will host pop-up displays throughout the borough. These will be held at different times of the day to ensure that, as far as possible, everybody has the opportunity to attend an event, should they wish to do so. Appendix 1E provides additional detail about how the Council will seek to engage with the local community.
- 8.7 Where feasible, displays are held at locations with a high level of footfall, including attendance at organised events, rather than empty village halls where only the usual suspects are motivated to attend. This enables us to capture the views of people who would not normally engage in plan-making. In combination with online meetings via Microsoft Teams, everyone who wishes to participate should have an opportunity to do so.
- 8.8 Once again, the Framework newsletter will help anyone who registers with the planning policy database keep up to date with progress on the Local Plan.

Under-represented groups

- 8.9 Some groups are harder to engage with than others. In certain circumstances, traditional consultation methods may not be effective requiring adaptation or further support.
- 8.10 Throughout the plan-making process, the Council will identify, and where necessary, address any barriers faced by specific groups or individuals. The following list identifies a range of groups that are typically under-represented in the plan-making process and the specific measures we will employ to help ensure effective engagement.

Group	Targeted response
Children and young people	• Use of social media, short videos etc. • Disseminate information via secondary schools, colleges and youth groups • Employ consultation specialists such as In-Situ
People from ethnic minority backgrounds	• Translate written documents, as necessary • Disseminate information via Asian Radio and representative groups • Employ consultation specialists such as In-Situ
Faith communities	• Disseminate information via places of worship
Disabled people	• Disseminate information via national bodies and local groups
Gypsy, Traveller and Travelling Showpeople	• Disseminate information via representative groups
Rural residents	• Disseminate information via the mobile library, Forest of Bowland National Landscape Unit, Farmers Union, Marketing Lancashire (tourism) and other rural focussed groups
Small businesses and self-employed	• Disseminate information via Pendle Vision, Chamber of Commerce, Federation of Small Businesses and other business groups

Appendix 1: Communications and Engagement Plan

Local Plan: Engagement and Communication Strategy

A. Aims and objectives

- To generate awareness of the Pendle Local Plan 5th Edition 2025-2045, its aims and objectives
- To encourage participation in the plan-making process
- To generate feedback, which will:
 - help to improve planning policies
 - promote sustainable growth and development
 - identify potential barriers to development
 - build understanding and trust in the planning system

B. Target audience

- Internal
 - Chief Executive and Corporate Leadership Team
 - Managers and officers in other Council departments, as appropriate
 - Local councillors
- External
 - Specific consultation bodies:
 - statutory bodies – Environment Agency, Natural England and Historic England
 - other key stakeholders – e.g. Network Rail, Civil Aviation Authority, Canal & River Trust, utility companies etc.
 - relevant consultation bodies (e.g. neighbouring local planning authorities, parish and town councils, Lancashire Combined County Authority etc.)
 - General consultation bodies
 - voluntary bodies, interest groups, community groups and local businesses
 - County councillors
 - Pendle residents

C. How will we measure effectiveness?

- Number of people engaged in the plan-making process:
 - Number of visits to the consultation pages on the Pendle Council website
 - Number of interactions via the different social media channels
 - Number of representations received in response to formal public consultations
 - Number of clicks to more detailed information from HTML emails
- Monitor effectiveness of participation in terms of the number of responses received from different forms of publicity and the number of interactions via different consultation channels
- Record feedback from participants and stakeholders
- Adoption of the Pendle Local Plan 5th Edition 2025-2045 in accordance with the Local Plan timetable.

D. Internal Engagement Plan

Stage	Action	Who?	How?	When?
Preparation of the Pendle Local Plan 5th Edition	Report to Executive and/or Council, to comply with Council governance protocol: 1. Reg 19 prior to issuing notice of intention and timetable 2. Reg 21 after Gateway 1 if failed * 3. Reg 23 prior to public consultation on plan content and evidence 4. Reg 27 prior to public consultation on draft plan 5. Reg 30/32 prior to Gateway 3 and submission 6. Reg 39 adoption	Executive / Council Committee	Written report	1. 25 June 2026 2. 29 October 2026 * 3. 27 May 2027 4. 16 March 2028 5. 24 August 2028 6. 17 May 2029
	Select a politically balanced group of councillors to form the Member Working Group for the Local Plan	Assistant Director: Planning, Building Control & Regulatory Services Chief Executive Party Leaders	HTML email Face-to-face meetings Online meetings (via Microsoft Teams) including Q&A session	Composition to be agreed by w/c 27 July 2026
	Meet with the Member Working Group to draw-up: • strategic planning policy	Assistant Director: Planning, Building Control & Regulatory Services	Face-to-face meetings	Pre-arranged dates within 30-month plan making timetable

Stage	Action	Who?	How?	When?
	portfolio of site allocations	Member Working Group	Online meetings (via Microsoft Teams) including Q&A session	
	Consult other departments within Pendle Council, Pendle Leisure and Housing Pendle to ensure that the Local Plan helps to deliver corporate objectives.	Senior managers within Pendle Council and its external partners	HTML email Face-to-face meetings Online meetings (via Microsoft Teams) including Q&A session	As required
	Report on progress with plan-making and receive feedback from other council departments to ensure that the Local Plan continues to align with changing corporate priorities.	Corporate Leadership Team Extended Management Team	Face-to-face meetings Online meetings (via Microsoft Teams) including Q&A session Framework newsletter	As required, typically 6-8 weeks
	Consult with those responsible for overseeing the implementation of the town centre masterplans, to ensure that the Local Plan will help to deliver their objectives: - Nelson Masterplan / Town Deal / Pride in Pendle Boards - Colne Masterplan - Barnoldswick Masterplan	Head of Economic Growth Director of Place Chair of Nelson Town Deal Chair of Nelson Pride in Place Board	HTML email Face-to-face meetings Online meetings (via Microsoft Teams) Framework newsletter	As required

Stage	Action	Who?	How?	When?
	• Early Masterplan			
	Attend Area Committees, Town and Parish Council meetings and/or meet with ward councillors to: • consider how the plan proposals will affect a particular neighbourhood or settlement • seek views on how the policies in the Local Plan can be locally distinctive • seek local knowledge about potential site allocations • identify any potential site constraints or barriers to future development and growth	Borough Councillors Parish and Town Councillors	Face-to-face meetings Online meetings (via Microsoft Teams)	As required, typically bi-monthly and held on the last Thursday of the month
Prepare and publish a Local Plan timetable, in accordance with Regulation 4	Brief the Chief Executive and Directors via the Corporate Leadership Team Report to Executive	Assistant Director: Planning, Building Control & Regulatory Services Portfolio Holder for Planning Executive Committee	HTML email Framework newsletter Face-to-face meetings Online meetings (via Microsoft Teams)	30 June 2026
Prepare and issue a 'notice of intention to commence Local Plan preparation', in accordance with Regulation 19	Brief the Chief Executive and Directors via the Corporate Leadership Team Report to Executive	Assistant Director: Planning, Building Control & Regulatory Services Portfolio Holder for Planning Executive Committee	HTML email Framework newsletter Face-to-face meetings Online meetings (via Microsoft Teams)	30 June 2026

Stage	Action	Who?	How?	When?
Statutory consultation, lasting at least 21 days, held in accordance with Regulation 20, to consider what the Local Plan should contain and how key stakeholders should be engaged in the plan-making process	Brief councillors Report to Executive	Communications Team Digital Customer Journey Lead Member Working Group Executive Committee	Link on homepage of website Face-to-face meetings Online meetings (via Microsoft Teams) including Q&A session Framework newsletter	30 June 2026
	Publicise the public consultation within the Council and its devolved functions	Communications Team Planning Portfolio Holder Manager of Pendle Leisure Trust Manager of Together Housing Party Leaders	Chief Executive briefings Councillor briefings Message of the day email to Council staff HTML email Framework newsletter Posters on noticeboards	At least two weeks prior to the start of the consultation period
Statutory consultation, of not less than six (6) weeks, held in accordance with Regulation 23, to consider the proposed content of the Local Plan and the supporting evidence base	Brief councillors Report to Executive	Assistant Director: Planning, Building Control & Regulatory Services Corporate Leadership Team Chief Executive Member Working Group Party Leaders Executive Committee	Face-to-face meetings Online meetings (via Microsoft Teams)	27 May 2027
	Publicise the public consultation within the Council and its partners	Extended Management Team Communications Team	Chief Executive briefings Councillor briefings	At least two weeks prior to the start of any consultation period

Stage	Action	Who?	How?	When?
		Digital Customer Journey Lead	Message of the day email to Council staff HTML email Framework newsletter Posters on noticeboards	
Informal engagement to consider the need for changes arising from comments submitted in response to the consultation carried out in accordance with Regulation 23	Consult with senior managers from across the Council, Pendle Leisure and Housing Pendle to ensure that any proposed changes to the draft policies do not undermine the strategic objectives of the Local Plan	Senior Managers within Pendle Council and its external partners	HTML email Face-to-face meetings Online meetings (via Microsoft Teams)	Not timetabled
Statutory consultation, of not less than eight (8) weeks, held in accordance with Regulation 27, to consider the final draft of the Pendle Local Plan 5th Edition	Brief councillors on the upcoming public consultation	Assistant Director: Planning, Building Control & Regulatory Services Corporate Leadership Team Chief Executive Member Working Group Party Leaders Executive Committee	Face-to-face meetings Online meetings (via Microsoft Teams) including Q&A session Framework newsletter	At least two weeks prior to the start of any consultation period
	Publicise the public consultation within the Council	Extended Management Team Communications Team Digital Customer Journey Lead	Chief Executive briefings Councillor briefings Message of the Day Framework newsletter Posters on noticeboards	At least two weeks prior to the start of any consultation period

E. External Engagement Plan

Stage	Action	Who?	What?	When?
Raise awareness of the new Pendle Local Plan 5 th Edition	Create dedicated Local Plan website. Website to be live and populated prior to publication of the Local Plan timetable and the notice of intention to commence preparation of a Local Plan.	Digital Customer Journey Lead	Design brief Face-to-face meetings Online meetings (via Microsoft Teams) Framework newsletter	30 June 2026
Statutory consultation, lasting at least 21 days, held in accordance with Regulation 20, to consider what the Local Plan should contain and how key stakeholders should be engaged in the plan-making process	Draft Scoping Report, prepare and issue publicity materials ahead of the statutory public consultation	Communications Team Digital Customer Journey Lead Graphic Designer Planning Policy database contacts Council website contact list (where contacts have indicated that planning is an area of interest) Parks Department Property Services (Markets) Pendle Leisure Trust Lancashire County Council Parish and Town Councils	Media release (Leader Times, Craven Herald, Pendle Community Radio etc) Posts on social media including Facebook, Instagram and Linked-In Video published on You Tube and circulated as appropriate Town centre carousel (digital advertisements) HTML email Framework newsletter	Press: 12 August 2026 Correspondence: 13 August 2026
	Send copies of the scoping report to the statutory consultees	Environment Agency Historic England Natural England	HTML email	Deadline: 12 August 2026

Stage	Action	Who?	What?	When?
	Call for Sites to help identify land available for future growth and development	Communications Team Planning Policy database contacts Council website contact list (where contacts have indicated that planning is an area of interest)	Media release Posts on social medial including You Tube, Facebook, X, Instagram and Linked-In HTML email Framework newsletter Online form for site nominations	Press: 12 August 2026 Correspondence: 13 August 2026
	Make the consultation documents available for public inspection at: • Main planning office at Number One Market Street, Nelson • Public libraries in Nelson, Colne and Barnoldswick	Digital Customer Journey Lead Head Librarians	Council website Place documents 'on deposit' Online form for representations	Four-week consultation between: 14 August and 14 September 2026
Statutory consultation, of not less than six (6) weeks, held in accordance with Regulation 23, to consider the proposed content of the local plan and the supporting evidence base	Draft report on proposed content of the local plan, prepare and issue publicity materials ahead of the Regulation 23 public consultation	Communications Team Digital Customer Journey Lead Graphic Designer Planning Policy database contacts Council website contact list (where contacts have indicated that planning is an area of interest) Parks Department Property Services (Markets)	Media release (Leader Times, Craven Herald, Pendle Community Radio etc) Posts on social medial including You Tube, Facebook, X, Instagram and Linked-In Video published on You Tube and circulated as appropriate Town centre carousel (digital advertisements)	Deadlines: Press: 12 August 2027 Correspondence: 13 August 2027

Stage	Action	Who?	What?	When?
		Pendle Leisure Trust Lancashire County Council Parish and Town Councils	HTML email Paid advertisement and/or public notice in local press Pop-up Exhibitions Posters in reception areas of buildings well-used by the public (e.g. libraries, dental surgeries, supermarkets), on parish notice boards etc.	
	Make the consultation documents available for public inspection on the Council website and at: - Main planning office at Number One Market Street, Nelson - Public libraries in Nelson, Colne and Barnoldswick	Digital Customer Journey Lead Head librarians	Dedicated consultation webpage on Council website Call-out on front page of Council website with link to consultation webpage Place documents 'on deposit' Online form for representations	Six-week consultation between: 14 August and 14 September 2027
	Online presentations to parish and town councils, local community groups and other key stakeholders: 1 x statutory consultees 1 x neighbouring authorities 1 x infrastructure and utility companies	Community groups Business forums Utility companies	Face-to-face meetings Online meetings (via Microsoft Teams) Report to Pendle Vision Board	24 August to 4 September 2027

Stage	Action	Who?	What?	When?
	Attendance at pop-up exhibitions: Three per Area Committee area – 1 x morning, 1 x afternoon and 1 x evening	Parks Property Services (Markets) Pendle Leisure Trust Members of the public	Face-to-face meetings	24 August to 4 September 2027
Informal engagement to consider the need for changes arising from comments submitted in response to the consultation carried out in accordance with Regulation 23	Engage with key stakeholders to ensure that any proposed changes to the draft policies do not undermine the strategic objectives of the Local Plan or any Action Plans that are in preparation	Statutory Consultees Specific Consultation Bodies General Consultation Bodies	HTML email Letter	As necessary
Statutory consultation, of not less than eight (8) weeks, held in accordance with Regulation 27, to consider the final draft of the Pendle Local Plan 5th Edition	Draft Local Plan, prepare and issue publicity ahead of the Regulation 19 public consultation. Explain that the purpose of the consultation is not to suggest further amendments to the plan proposals, but to comment on whether the plan proposals represent an <i>“appropriate strategy, taking into account the reasonable alternatives, and based on proportionate evidence”</i>	Communications Team Digital Customer Journey Lead Graphic Designer Planning Policy database contacts Council website contact list (where contacts have indicated that planning is an area of interest) Parks Department Property Services (Markets) Pendle Leisure Trust Lancashire County Council Parish and Town Councils	Media release (Leader Times, Craven Herald, Pendle Community Radio etc) Posts on social media including You Tube, Facebook, X, Instagram and Linked-In Video published on You Tube and circulated as appropriate Town centre carousel (digital advertisements) HTML email Paid advertisement and/or public notice in local press Pop-up Exhibitions	Deadlines: Press: 10 May 2028 Correspondence: 11 May 2028

Stage	Action	Who?	What?	When?
			Posters in reception areas of buildings well-used by the public (e.g. libraries, dental surgeries, supermarkets), on parish notice boards etc.	
	Make the consultation documents available for public inspection on the Council website and at: • Main planning office at Number One Market Street, Nelson • Public libraries in Nelson, Colne and Barnoldswick	Digital Customer Journey Lead Head librarians	Dedicated consultation webpage on Council website Call-out on front page of Council website with link to consultation webpage Place documents 'on deposit' Online form for representations	Eight-week consultation between: 12 May and 3 July 2028

Appendix 2: Consultation Bodies

[The Town and Country Planning \(Local Planning\) \(England\) Regulations 2026](#) specifies who must be consulted in the preparation of a local plan with [paragraph 2](#) addressing their interpretation. The consultation requirements, insofar as they apply to Pendle, are summarised below.

Table 1 – Specific consultation bodies

Description in Regulation 2 (2)	Qualifying bodies
(a) Active Travel England	Active Travel England
(b) Any person: i. to whom the electronic communications code applies as a result of a direction given under section 106 (3) (a) of the Communications Act 2003 ii. who owns or controls electronic communications apparatus situated in the planning authority's area	- Mobile UK – for Cornerstone (O2 (Telefonica UK) and Vodafone UK), EE and Three - Openreach – for BT, Sky, Talk Talk, Vodafone and Plusnet - Virgin Media (Telefonica UK) - IX Wireless / Opus Broadband - YouFibre
(c) Canal & River Trust	Canal & River Trust
(d) the Civil Aviation Authority	NATS
(e) the Coal Authority	Mining Remediation Authority
(f) the English Sports Council	Sport England
(g) the Environment Agency	Environment Agency
(h) the Forestry Commission	Forestry England
(i) a highway authority within the meaning in section 1 of the Highways Act 1980, any part of whose area is in or adjoins the planning authority's area (including the Secretary of State, where the Secretary of State is the highways authority)	- Lancashire County Council - National Highways
(j) the Historic Buildings and Monuments Commission for England	Historic England
(k) the Homes and Communities Agency	Homes and Communities Agency
(l) if it exercises functions in the planning authority's area i. an integrated care board established under Chapter A3 of Part 2 of the National Health Service Act 2006 ii. a person to whom a licence has been granted under section 6 (1) (b) or (c) of the Electricity Act 1989 (licences authorising supply, etc.) iii. a person to whom a licence has been granted under section 7 (2) of the Gas Act 1986 (licensing of public gas transporters) iv. a sewerage undertaker appointed under section 6 (1) of the Water Industry Act 1991	- NHS Lancashire and South Cumbria Integrated Care Board (i) - Electricity North West (ii) - National Grid Electricity Transmission (ii) - Northern PowerGrid (ii) - Scottish Power (SP) Distribution (ii) - Cadent Gas (iii) - Northern Gas Networks (iii) - United Utilities (iv and v) - Yorkshire Water (iv and v) - Earby & Salterforth Internal Drainage Board (v)

Description in Regulation 2 (2)	Qualifying bodies
v. a water undertaker appointed under section 6 (1) of the Water Industry Act 1991	
(m) an Integrated Transport Authority for an integrated transport area within the meaning in section 77 (1) of the Local Transport Act 2008, which is in or adjoins the planning authority's area	Lancashire Combined County Authority (LCCA)
(n) the Marine Management Organisation	N/A
(o) Natural England	Natural England
(p) a neighbourhood forum any part of whose area is in or adjoins the planning authority's area	- Barrowford Parish Council - Colne Town Council - Haworth, Cross Roads & Stanbury Parish Council - Kelbrook & Sough Parish Council - Trawden Forest Parish Council
(q) Network Rail Infrastructure Limited	Network Rail Infrastructure Limited
(r) the Office for Nuclear Regulation	Office for Nuclear Regulation
(s) the Office of Rail and Road	Office of Rail and Road
(t) where the planning authority are a London borough council or any part of their area adjoins Greater London, Transport for London	N/A
(u) a relevant consultation body any part of whose area is in or adjoins the planning authority's area	Listed separately in Table 2 (below)
(v) where the planning authority are a London borough council, the Mayor of London	N/A
(w) where the planning authority are not responsible for discharging education functions in their area, the local authority with that responsibility	Lancashire County Council
(x) where the planning authority are not the lead local flood authority for their area, that lead local flood authority	Lancashire County Council
(y) the responsible authority for a local nature recovery strategy that relates to all or part of the planning authority's area appointed under section 105 (2) of the Environment Act 2021, where that authority is not the planning authority	Lancashire County Council

Table 2 – Relevant consultation bodies

Description in Regulation 2 (2)	Qualifying bodies
(a) a local planning authority	NEIGHBOURING LPA • Bradford Metropolitan Borough Council • Burnley Borough Council • Calderdale Metropolitan Borough Council • Lancashire County Council • North Yorkshire Council • Ribble Valley Borough Council PENNINE LANCASHIRE LPA • Blackburn-with-Darwen Borough Council ¹ • Burnley Borough Council • Hyndburn Borough Council ¹ • Lancashire County Council ¹ • Rossendale Borough Council LANCASHIRE LPA • Blackpool Borough Council ¹ • Chorley Borough Council ¹ • Fylde Borough Council ¹ • Lancashire County Council • Lancaster City Council ¹ • Preston City Council ¹ • Ribble Valley Borough Council • South Ribble Borough Council ¹ • West Lancashire Borough Council ¹ • Wyre Borough Council ¹
(b) a minerals and waste planning authority	• Lancashire County Council
(c) a parish council	WITHIN PENDLE • Barley-with-Wheatley Booth Parish Council • Barnoldswick Town Council • Barrowford Parish Council • Blacko Parish Council • Brierfield Town Council • Colne Town Council • Earby Town Council • Foulridge Parish Council • Goldshaw Booth Parish Council • Higham-with-West Close Booth Parish Council • Kelbrook & Sough Parish Council • Laneshaw Bridge Parish Council • Nelson Town Council • Old Laund Booth Parish Council • Reedley Hallows Parish Council • Roughlee Parish Council • Salterforth Parish Council

Description in Regulation 2 (2)	Qualifying bodies
	• Trawden Forest Parish Council ADJOINING PENDLE BURNLEY • Briercliffe-With-Extwistle Parish Council • Ightenhill Parish Council • Padiham Town Council BRADFORD • Haworth, Cross Roads & Stanbury Parish Council • Keighley Town Council CALDERDALE • Wadsworth Parish Council NORTH YORKSHIRE • Cowling Parish Council • Lothersdale Parish Council • Martons Both Parish Council • Thornton-in-Craven Parish Council RIBBLE VALLEY • Downham Parish Council • Gisburn Parish Council • Horton Parish Council • Rimmington & Middop Parish Council • Sabden Parish Council • Simonstone Parish Council • Twiston Parish Council • Worston & Mearley Parish Council
(d) a local policing body	• Lancashire Police and Crime Commissioner • Lancashire Constabulary
(e) a combined authority established under section 103 (1) of the Local Democracy, Economic Development and Construction Act 2009	N/A
(f) a combined county authority established under section 9 (1) of the Levelling-up and Regeneration Act 2023	• Lancashire Combined County Authority (LCCA)

Notes:

¹ Do not strictly qualify as 'relevant consultation bodies' but are contacted as plan proposals may have implications for county-wide decision making.

Table 3 – General consultation bodies

Description in Regulation 2 (2)	Comment
(a) voluntary bodies , some or all of whose activities benefit all or part of the planning authority's area	- Too many to list individually. - See summary in Section 4 below.
(b) bodies which represent the interests of persons in the planning authority's area who share a protected characteristic under the Equality Act 2010	
(c) bodies which represent the interests of persons carrying on business in the planning authority's area	

Summary of database entries

In addition to the above lists of consultees, members of the public and other interested parties have also expressed a wish to be kept informed about the preparation of the Local Plan and other planning policy matters in Pendle.

On 22 July 2026 there were 1,163 entries on the database, broken down as follows:

Type of consultee	Database entries	Percentage
Specific / Relevant Consultation Bodies	224	20%
General Consultation Bodies	529	45%
Individual members of the public	411	35%
Total database entries	1,164	100%

A full refresh of the Local Plan database is carried out every two years. This is to ensure compliance with the requirements of the [Data Protection Act 2018](#) and the [UK General Data Protection Regulation \(GDPR\)](#), which was transposed into UK law following Brexit through [The Data Protection, Privacy and Electronic Communications \(Amendments etc\) \(EU Exit\) Regulations 2019](#).

Information about the personal information we collect; and how we store, use and share this information; can be found in the [Privacy Notice](#) on the Pendle Council website.

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