

Slough Borough Council

Information needed	Details
Report To:	Planning Committee
Date:	29 th October 2025
Subject:	Adoption of the Statement of Community Involvement (SCI)
Chief Officer:	Dan Ray; Chief Planner
Contact Officer:	Kerry Hobbs, Senior Planning Policy Officer
Ward(s):	All
Exempt:	NO
Appendices:	Statement of Community Involvement (SCI) -Planning Policy and Development Management (Proposed for adoption) November 2025

1. Summary and Recommendations

- 1.1 The purpose of this report is to update Members on the report to Cabinet in November, the proposal to adopt a new Statement of Consultation, and to note the consultation responses received during the consultation period from 4th July to 29th August 2025.

Recommendations:

- 1.2 Committee is requested to note:

- a) The responses received on the consultation on the Statement of Community Involvement (SCI) summarised below in report.
- b) That the SCI is going to the November Cabinet with a recommendation to adopt the SCI document at Full Council and it will replace the previous SCI 2006.

2. Report

Introductory paragraph

- 2.1 The Statement of Community Involvement sets out how the Council will involve consultees, and local communities on the preparation of planning policy documents and the determination of planning applications. A draft of the document was consulted on for 8 weeks from 4th July to 29th August 2025.

- 2.2 A Statement of Community Involvement (SCI) is required under Section 18 of the Planning and Compulsory Purchase Act 2004 (as amended) Once adopted it will be published on the Council's website to replace the existing one.

Background

- 2.3 The SCI should be updated every five years to ensure it is up to date with current legislation. The last SCI was adopted in 2006. An updated draft SCI was prepared alongside the consultation on preferred spatial strategy for the Local Plan in 2017. Both these are out of date and do not meet current regulations. Once this current SCI is adopted, it will remain until it replaced with another adopted SCI document in future.
- 2.4 The proposed new SCI covers both Planning Policy and Development Management. The SCI draft for adoption is at Appendix 1.
- 2.5 For Planning Policy, the SCI sets out what documents and who we will consult on for the preparation of the Local Plan and supporting documents. This includes a section on the methods of consultation we will use, who we consult and how we use the responses.
- 2.6 The section on Development Management sets out the planning process and requirements for consultation. This discusses pre-applications, planning applications, appeals and enforcement.
- 2.7 In preparing the SCI, regard has been had to the requirements of the National Planning Policy Framework (NPPF) and accompanying Planning Practice Guidance (PPG), Equalities, Data protection and Accessibility duties.

Consultation on the SCI

- 2.8 There is no statutory requirement to consult on SCI, but the Planning department decided it would be good to do so to support resident engagement and raise awareness of the methods that Planning can and do use. The SCI document was consulted on for 8 weeks from 4th July to 29th August 2025.
- 2.9 A consultation statement has been prepared which sets out the consultation methods used, and a summary of the responses received. This will be updated and finalised after Cabinet, and available as part of the evidence base for the local plan.
- 2.10 A report was presented to Planning committee in July 2025 with a recommendation to note the consultation was taking place, and a discussion with Committee Members.
- 2.11 We used a range of consultation methods which included email notification, website updates, online consultation portal, social media such as 'X' (formerly twitter) and Facebook, Members bulletin and a press release. This was designed to raise awareness of the statement and latest methods used, particularly by

development management, and included statutory consultees, interested groups and local residents.

- 2.12 We received 10 responses to the consultation. This included 2 local resident, Historic England, Thames Water, Colne Valley Regional Park Trust, Natural England, Canal and River Trust, National Highways, Burnham Parish Council and a Councillor. A summary table of the responses is available on request.

Responses to the consultation

- 2.13 Some of the responses raised no specific comments, just requested we continue to consult them in the future and provided updated contact details. Colne Valley Regional Park (CVRP) and Canal River Trust wanted to be included on the general consultation list in Appendix 2 of the Statement of Community Involvement. This was modified in the final version of the SCI that will be adopted document as seen in Appendix 1.
- 2.14 Further responses related to the Development Management section rather than Planning Policy. This included comments on Housing in Multiple Occupation (HMO), statutory consultee process for planning applications, and the planning committee process. Some comments raised were outside of the scope of the SCI. As a result, modifications were made in the Development Management section to address these comments. Some comments raised were just noted or were outside the scope of the SCI.

Summary

- 2.15 Following approval to adopt the SCI, an adoption notice will be prepared. Minor changes will be made to the SCI to reflect any comments raised at Cabinet. Then the SCI and supporting documents including the Equalities Impact Assessment Screening and Statement of consultation will be published on the Slough Borough Council website. This SCI will replace the last adopted SCI from 2006. Any future consultations will then be carried out in line with the requirements set out in the SCI. It can then be reviewed in 5 years or earlier if needed

3. Implications of the Recommendation

3.1 Financial implications

- 3.1.1 This document has been prepared in house; no additional resources or costs are required.

3.2 Legal implications

- 3.2.1 Under Section 18 of the Planning and Compulsory Purchase Act 2004 local authorities must prepare their SCI. The 2006 adopted SCI need to be updated to reflect the changes in legislation and support the production of the new Local Plan, also to update the Development Management section to incorporate changes in the consultation procedures.

3.3 Environmental implications

3.3.1 No direct implications.

3.4 Equality implications

- 3.4.1 An Equalities Impact Assessment Screening was carried out, and the Council's Equality Strategy considered. That identified that the measures proposed in the SCI to address accessibility would result in the SCI having a neutral or no impact on protected characteristics.

4. Background Papers

[Slough Statement of Community Involvement \(Adopted 2006\)](#)

[Slough Draft Statement of Community Involvement \(Jan 2017\) local-plan-review-draft-statement-of-community-involvement-jan-2017](#)

[Committee Report SCI consultation draft July 2025](#)

These are available to view on the Slough Borough Council website.

Appendix 1:

Statement of Community Involvement (SCI) -Planning Policy and Development Management (Proposed for adoption) November 2025