

Slough Borough Council

Report To:	Cabinet
Date:	17 th November 2025
Subject:	Statement of Community Involvement (SCI) - Planning Policy and Development Management (Proposed for adoption)
Lead Member:	Paul Kelly, Planning, Parking, Highways & Transport
Chief Officer:	Daniel Ray, Director of Planning Services & Chief Planning Officer, Regeneration, Housing and Environment
Contact Officer:	Kerry Hobbs, Senior Planning Policy Officer
Ward(s):	All
Key Decision:	YES
Exempt:	NO
Decision Subject to Call In:	YES
Appendices:	Appendix 1 - Statement of Community Involvement (SCI)

1. Summary and Recommendations

1.1 This report sets out the Statement of Community Involvement (SCI) for Slough, it is a statutory planning document required by Section 18 of the Planning and Compulsory Purchase Act 2004. It sets out how the Council will involve local residents, business and community groups in the preparation of planning policy documents and determination of planning applications. This document was consulted on for 8 weeks from 4th July to 29th August 2025. However, there is no statutory requirement to consult on SCI. Once adopted it will be published on the Council's website.

Recommendations:

Cabinet is recommended to:

Approve the Slough Statement of Community Involvement (SCI) in Appendix 1 as a statutory planning document in accordance with Section 18 in the Planning and Compulsory Purchase Act 2004.

Reason: This is an important and statutory document which sets out the consultation processes for planning policy documents and in determining planning applications in Slough.

Commissioner Review

This report is outside the scope for pre-publication commissioner review; please check the [Commissioners' instruction 5 to CLT to sign off papers](#) for further details.

2. Report

Introductory paragraph

2.1 Adopting and publishing the Slough Statement of Community Involvement will contribute to the following priorities:

Slough Corporate Plan

2.2 A town where residents can live healthier, safer and more independent lives:

- Staying healthy, remaining independent at home, and meaningfully engaging with the community are important elements in achieving a good quality of life.

2.3 The SCI reflects the commitment to being a Council that places community participation and engagement as part of an organisation that cares about residents and trusted collaborative relationship with communities.

Options considered

2.4 The alternative option is not to revise and update the 2006 SCI. This would not be in accordance with statutory requirements set out in planning legislation.

2.5 Another alternative was to adopt the updated draft SCI which was prepared alongside the consultation on preferred spatial strategy for Local Plan in 2017. This did not include Development Management. The decision was to prepare a combined SCI covering both Planning Policy and Development Management as the resource become available.

Background

2.6 Planning helps define the places where people, live, work and play. Everyone should have the chance to be involved in the planning process and make a difference in shaping the environment around us.

2.7 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.

2.8 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.

- 2.9 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.
- 2.10 The section on Development Management sets out the planning process and requirements for consultation. This discusses pre-applications, planning applications, appeals and enforcement.
- 2.11 In preparing the SCI, regard has been had to the requirements of the National Planning Policy Framework (NPPF) and accompanying Planning Practice Guidance (PPG) as well as the Councils resident engagement expertise, (such as how and when and how frequently to consult), Equalities, Data protection and Accessibility duties.

Consultation on the SCI

- 2.12 The SCI document was consulted on for 8 weeks from 4th July to 29th August 2025. A report was presented to Planning committee in July 2025 with a recommendation to note the consultation was taking place.
- 2.13 We consulted everyone on the Local Plan contact database this included statutory consultees, interested groups and local residents. 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.
- 2.14 However, we only received 10 responses to the consultation. This included 2 local residents, 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

- 2.15 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 RiverTrust 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.
- 2.16 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.
- 2.17 A statement of consultation is being prepared which sets out the consultation process and summary of responses. This will be updated with the recommendation from the Cabinet and published on Council's website.

Next stage

2.18 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 None as the SCI document was produced in office using existing resources. The methods the SCI sets out do require some resources to implement but these are already integrated into the duty and costs of the service (such as printing paper copies of plans).

3.2 *Legal implications*

3.2.1 Under Section 18 of the Planning and Compulsory Purchase Act 2004 local authorities must prepare their SCI. Section 10A of the Town and Country Planning (Local Planning) (England) Regulations 2012 require that the SCI is updated every five years. The SCI has been updated to reflect the changes in legislation and support the production of the new Local Plan.

3.3 *Risk management implications*

3.3.1 Failure to have an up to date Statement of Community Involvement when the Local Plan is progressed could have implications for it meeting the statutory requirements to be submitted for examination.

3.4 *Environmental implications*

3.4.1 None identified.

3.5 *Equality implications*

3.5.1 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.

3.6 *Workforce implications*

3.6.1 No workforce implications have been identified as a direct result of this report.

4. Background Papers

None