

# General Development Guidance

Developer's Guide Part 4

**Interim Document November 2008**

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## 1 Preface

This series of developer guide documents is intended to assist developers who are proposing to submit planning applications for residential and commercial schemes in Slough.

Part 1 Planning Application Procedure and Decision Making

Part 2 Developer Contributions and affordable Housing (Section 106)

Part 3 Transport and Highway Guidance

Part 4 General Development Guidance

It should enable applicants to appreciate what they will be required to do and what to expect from the Planning Service at various stages.

Its production is part of an Action Plan geared to improve our performance in determining major planning applications and ensuring that recent improvements are sustained in the coming years.

The key emphasis is on shifting all the work required on negotiating schemes to the "pre-application" stage so that once an application is submitted we can concentrate on the processing elements to meet the Government's "13 week" target.

It is being published as an Interim document. It is envisaged that in due course more comprehensive advice will be produced in the form of a Supplementary Planning Document, following consultation and statutory procedures.

This interim guide may be revised prior to the comprehensive document referred to above but no change will be made to developer contributions before the 28th February 2009. Any changes will be put on the Council web site.

It does not set out to include all information that a potential applicant may need but aims to provide links to other existing sources/documents as appropriate.

It is being submitted to the Council's Planning Committee for Members' endorsement and so they are aware of the basis on which applications before them have been prepared.

It is hoped that developers find the guide helpful and comments and suggestions would be welcomed.

**Gerry Wyld**

Head of Planning and Strategic Policy

## 2 Introduction

This is not a comprehensive guide to all requirements or matters to consider when developing sites. It identifies some items that are common to many developments and items that are best considered at an early stage in the design and development process. Transport and Highway matters are covered in an associated document - Developers Guide Part 3. Updates will be placed on the Council's website.

### 3 Sustainable Development

In line with Government policy and the emerging South East Plan the Council will now be putting a much greater emphasis on sustainable development. The emerging Local Development Framework will contain policies on this topic. The Core Strategy (Nov 07) , Local Plan and Structure Plan already contain some policies and broad aims that promote more environmentally friendly development such as:

- Locating most new development near to employment; shops, key public facilities and public transport (a broad aim of the Local Plan and Core Strategy).
- Requiring enhancement to non car modes of travel; safe and convenient pedestrian and cycle routes, 'walk to school routes', bus services/infrastructure etc., travel plans (these are referred to in the Transport & Highway Guidance document)
- Limiting space for car parking in very accessible locations particularly for employment uses. (Local Plan policy T2 and Core Strategy (Nov 07) Policy 7)
- Minimising the loss of green field and open space land.
- Encouraging wildlife through use of appropriate new landscaping and protection of important existing wildlife habitat. Local Plan policy EN 3 Landscaping; EN 22, 23, 24 Nature Conservation; Core Strategy (Nov 07) Policy 8 & 9).
- Incorporating public recycling facilities into housing development of 150 homes or more or large retail and leisure development (Berkshire Structure Plan policy W4 and Minerals and Waste Plan WLP 9)
- Minimising or controlling surface water run off to reduce flood risk and protect the water environment through the use of SUDS - sustainable urban drainage

systems. In liaison with the Environment Agency and the Council most surface water will need to be returned to the ground and not directed to sewers or watercourses. To limit local flood risk storage of surface water on site may be needed. See the section on Flood Risk (below) also and Core Strategy (Nov 07) Policy 8..

- Meeting the Building for Life Standard ([www.buildingforlife.org](http://www.buildingforlife.org)) for residential development to create more sustainable communities in the widest sense. This standard focuses on good design including consideration of quality of life and crime reduction through appropriately designed developments. Proposals will need to show how the Building for Life objectives have been addressed.

The Council is now expecting Sustainable Design and Construction in terms of detail design of layouts and buildings to help reduce carbon emissions. The Council will be expecting developers to incorporate where feasible features such as:

- Incorporating sources of renewable or low carbon technology energy generation such as installation of solar panels to heat water; photovoltaic panels to generate power from day light; biomass boilers (such as wood burning boilers); micro wind generation and low carbon combined heat and power systems for larger buildings or complexes. Advice can be sought from Thames Valley Energy at Greenham Common ([web site tvenergy.org](http://web.site.tvenergy.org)) and Government Planning Policy Statement 22 Planning for Renewable Energy and its companion guide; Planning Policy Statement 1 Climate Change companion guide.

- The Developer Contributions guide states that major developments must include renewable or low carbon energy equivalent to 10% of the developments carbon emissions.
- Water conservation measures such as storing of rain water for reuse (garden/planting areas, car washing, toilet flushing), 'grey water' systems i.e. re use of certain waste water for toilet flushing etc. All houses will be required to store rainwater in some way.
- Greater care of trees on site by avoiding tree loss; keeping development clear of tree routes or if absolutely necessary making use of special construction techniques to minimise damage to trees.
- 'Green Roof' or 'Brown Roof' construction; vegetation on roofs to act as insulation, help wildlife, reduce surface water run off, improve water quality.
- Building design and layout to make use of or control solar gain.
- Use of building materials from renewable sources or that have low embodied energy ( ie: they are not energy intensive to produce) eg. timber.
- Recycling of building materials; site waste management.

The Building Regulations now require developments to be more energy efficient. However it is still beneficial to achieve greater than the minimum standards in terms of energy efficiency; insulation; heating and ventilation systems. The following standards are relevant.

### **Code for Sustainable Homes & BREEAM**

Most major developments will need to achieve a rating of at least level 3 of the Code for Sustainable Homes [[www.communities.gov.uk](http://www.communities.gov.uk)] or for commercial developments a BREEAM rating of at least Very Good [[www.bre.co.uk](http://www.bre.co.uk)]. These schemes measure a variety of sustainable development features and are a flexible way for developers to achieve standards above the norm. However they include minimum requirements for energy efficiency and water use. A more energy efficient building reduces the amount of and cost of installing renewable energy equipment to satisfy emerging policy requirements.

## 4 Potentially Contaminated Land

### **The Berkshire Guide to Developing Potentially Contaminated Land.**

This leaflet is issued to assist developers, agents and consultants involved in the development of land that may be contaminated as a result of historical land use.

It has been produced by the Berkshire Contaminated Land Group (comprised of representatives from Local Authorities in that geographical region) with the aim of encouraging a consistent approach to the presentation and information content of contaminated land reports provided to local planning authorities within the area.

Under the Town and Country planning system the responsibility for providing information on whether a site is contaminated rests primarily with the developer. You should also be aware that the responsibility for safe development and secure occupancy of the site lies with the developer.

There are three phases of contaminated land investigation and management that may be undertaken dependent upon the condition of the site, these are:

- Phase I, Desk study,
- Phase II, Intrusive investigation
- Phase III, Remediation and/or risk management

The information listed provides a guide to what is required by the local planning authority. Reports submitted at each stage should be fully referenced and signed by a suitably qualified person.

The information listed is not intended to be comprehensive or exhaustive in content. In each phase the greater the information provided, and the earlier this is made available to the local planning authority, the sooner the scope and cost of any further investigation or remediation that may be required can be

established. Some Local Authorities may request this information prior to an application being decided.

If at any point in the process the identified risks are shown to be acceptable, then the condition attached to the planning permission may be discharged enabling site works.



### **Please note:**

- (1) Phase I & II Reports may be combined
- (2) General recommendations for remediation made in the Phase II Report will not be accepted as a substitute for a Remediation Statement.

In addition to the information requested by the Local Authority - the Environment Agency may specifically request information on pollution of Controlled Waters, drainage, surface water etc.

### **Reference Material:**

BS10175  
CLR7 - 11  
PPS 23  
[www.DEFRA.gov.uk](http://www.DEFRA.gov.uk)

**Further Contacts and Advice:**

Human Health issues are dealt with by the Local Authority /Environmental Health.



Bracknell: 01344 351400



Reading: 0118 939 0900



Slough: 01753 875255  
environmental.protection@slough.gov.uk



West Berkshire: 01635 519192  
ehadvice@westberks.gov.uk



Windsor & Maidenhead: 01628 683616



Wokingham: 0118 974 6766/382  
Environmentalp&h@wokingham.gov.uk

Environmental Pollution issues are dealt with by the Environment Agency.

<http://www.environment-agency.gov.uk>

**Has the following been considered/included?**

<b>A. PHASE I REPORT</b>	<b>Included</b>		
(i) Purpose and aims of study			
(ii) Site location and layout plans			
(iii) Appraisal of site history and previous uses of the land surrounding the site			
(iv) Assessment of environmental setting, to include:			
• geology, hydrogeology, hydrology			
• information on quarrying activities			
• information from Environment Agency on abstractions, pollution incidents, water quality classification, current landfill sites, etc.			
• Information from Local Authority on prescribed processes, hazardous substances, former landfill sites, private water supplies, contaminated land, etc.			
(v) Assessment of current site use and surrounding land uses (Walkover Survey)			
(vi) Review of any previous site contamination studies (desk-based or intrusive) or remediation works			
(vii) Preliminary (qualitative) assessment of risks based on proposed site use			
• Appraisal of actual and/or potential contaminant sources, pathways and receptors			
• Conceptual site model (visual and written)			
(viii) Recommendations for intrusive contamination investigation, if necessary			
<b>B. PHASE II REPORT</b>	<b>Included</b>		
(i) Review of any previous site contamination studies (desk-based or intrusive) or remediation works			
(ii) Site Investigation Methodology			
• methods of investigation			
• plan showing exploration locations, including justification for these locations			
• sampling and analytical strategies			
(iii) Results and findings of investigation			
• ground conditions (soil, gas and water regimes, including made ground)			
• Always use an accredited lab and have the full results attached to report including sampling precision and bias. We will not accept results which, have not been MCERTS accredited.			
• discussion of soil/gas/water contamination (including visual, olfactory, analytical and monitoring data)			
(iv) Conceptual site model (visual, written - changes?)			
(v) Risk assessment (RA) a minimum, based on source-pathway-receptor model. Should take account of the severity of consequences and likelihood of occurrence. Justification of RA models used. Where necessary, a suitable quantitative RA may be required.			
(vi) Recommendations for remediation - justification should relate to proposed site end use, risk assessment findings, as well as technical and financial appraisal			
(vii) Recommendations for further investigation (if necessary)			

<b>C.Phase III REMEDIATION STATEMENT (submitted before remediation)</b>	<b>Included</b>		
(i) Objectives of the remediation works			
(ii) Detailed outline of the works to be carried out			
<ul style="list-style-type: none"> <li>• Description of ground conditions (soil, gas, water)</li> <li>• Type, form and scale of contamination to be remediated.</li> <li>• Remediation methodology, including remedial, protective or other works</li> <li>• Site plans/drawings</li> <li>• Phasing of works and approximate timescales</li> </ul>			
(iii) Consents, agreements & licences (i.e. discharge consent, waste management licence)			
(iv) Site management procedures to protect site neighbours, environment and amenity during works, including where appropriate			
<ul style="list-style-type: none"> <li>• Health &amp; safety procedures</li> <li>• Dust, noise &amp; odour controls</li> <li>• Control of surface run-off</li> </ul>			
(v) Details of how any necessary variations from the approved remediation statement arising during the course of works will be dealt with, including notification to the relevant planning authority or officer dealing with contaminated land issues (contact details can be found on the back page of this guidance note).			
(vi) Details of how the works will be validated to ensure the remediation objectives have been met, should include details on;			
<ul style="list-style-type: none"> <li>• Sampling strategy</li> <li>• Use of on-site observations, visual/olfactory evidence</li> <li>• Chemical analysis/monitoring data</li> <li>• Proposed clean-up standards (i.e. contaminant concentrations)</li> </ul>			
<b>D. SITE COMPLETION REPORT (submitted following remediation)</b>	<b>Included</b>		
(i) Include information as per C(i) to C(vi)			
(ii) Details of who carried out the work			
(iii) Details and justification of any changes from original Remediation Statement			
(iv) Substantiating data - should include where appropriate			
<ul style="list-style-type: none"> <li>• Laboratory and in situ test results</li> <li>• Monitoring results for groundwater and gases</li> <li>• Summary data plots and tables relating to clean-up criteria</li> <li>• Plans showing treatment areas and details of any differences from the original Remediation Statement</li> <li>• Photographic and other media records</li> <li>• Waste management details and records</li> </ul>			
(v) Confirmation that remediation objectives have been met			

## 5 Air Quality

### Background

The Environment Act 1995 introduced the Local Air Quality Management system which requires Local Authorities to undertake regular review and assessment of air quality, with respect to the standards and objectives set in the Air Quality Strategy, and enacted through the Air Quality Regulations in 1997, 2000, 2002, 2004 and 2007. In areas where an air quality objective is predicted to be exceeded, and there is relevant public exposure, local authorities must designate Air Quality Management Areas and implement action plans to improve air quality.

In 2004, as part of Slough Borough Council's ongoing review of air quality, the detailed air pollution dispersion modeling and monitoring showed that it was likely that the annual objective for nitrogen dioxide would be exceeded in areas close to the M4, and the top of the A4 London Road close to M4 junction 5 (Brands Hill). As a result in June 2005, two Air Quality Management Areas were declared, one for the M4 corridor across Slough's southern boundary, and the second for the A4 at Brands Hill. The annual average levels of nitrogen dioxide in both areas exceeded the objective of 40  $\mu\text{g}/\text{m}^3$ .

In each of the designated areas the main source of the air quality exceedence of nitrogen dioxide is road traffic, particularly from the motorway, but also from some of Slough's main roads. The A4 Air Quality Action Plan has therefore been incorporated into the Local Transport Plan (2006-11). A separate Action Plan has been produced for the M4 Motorway as this is the responsibility of the Highways Agency.

Other contributions come from industrial plant and premises, domestic energy production and construction activity. It should be noted that background pollutant concentrations in the region are heavily influenced by weather systems that also affect northern Europe.

The review process is ongoing and Slough Council has just completed a Detailed Assessment of the Town Centre for 2008. This has shown that there are likely exceedences of the nitrogen dioxide objective along Tuns Lane and along the A4 through the Town Centre. Declaration of a third Air Quality Management Area in the Town Centre is being considered.

Whilst Air Quality Management Areas identify air pollution hotspots, the Council is aiming to achieve a general reduction in pollution concentrations across the whole borough. This approach should bring health benefits to everyone, not just those living in Air Quality Management Areas. Every development that has the potential to emit significant pollution may require mitigation or off-setting to help achieve an overall reduction in air pollution.

### **Air Quality Management Areas (AQMA)**

#### **AQMA order 1 - M4 Corridor**

The designated area incorporates land adjacent to the M4 motorway along the north carriageway between junction 7 and junction 5, and also the south carriageway between junction 5 and Sutton Lane.

#### **AQMA order 2 - A4 Brands Hill**

The designated area incorporates a stretch of the A4 London Road east of junction 5 of the M4 motorway up until the Slough end of the Colnbrook Bypass.

SEE MAPS ON NEXT PAGE

1. If a development is to be located within an AQMA and is likely to cause a worsening of air quality or introduce new exposure into the AQMA then it is a highly significant consideration.
2. If a development would contribute to air quality exceedences or lead to the designation of a new AQMA then it will be a highly significant consideration.

### **Action Plans**

Some of the actions in the Plan will have an impact on planning applications. For example, all developments generating significant additional traffic and freight movements that affect the AQMAs will require an air quality/environmental assessment and relevant travel plans. A development must also not interfere or prevent the implementation of measures in the Air Quality Action Plan.

### **General**

1. Air quality should be considered at the earliest possible stage as the development may require an air quality impact assessment and mitigation. This may have an impact on the overall design of the development.
2. For information there are copies of the Councils air quality assessments and monitoring reports available on the web at <http://www.slough.gov.uk/services/929.asp>
3. Developers should contact the Council for guidance on how best to undertake an air quality assessment to the satisfaction of the local authority.



## 6 Flood Risk and Surface Water Drainage

The risk of flooding and drainage are now key planning issues for many planning applications. Decisions on planning applications will take into account Government Planning Policy Statement 25 (2006), Core Strategy policies, the Council's Strategic Flood Risk Assessment and Environment Agency advice. Development will be refused if it is at risk of flooding or if it might cause flooding to other properties adjacent or downstream. The risk of flooding results not only from fluvial sources (rivers and streams) but also foul and surface water sewers, groundwater and storms.

Environment Agency flood maps identify areas at risk of fluvial flooding - flood zones 2 and 3. The map below gives an indication of the current extent of flood zones in Slough. Developments in flood zone 1 may still be a local problem in terms of very local flooding and how a site or development is to be drained (see also Strategic Flood Risk Assessment below).

More detailed Agency flood maps, including updates, are available from the Environment Agency either from their web site [www.environment-agency.gov.uk](http://www.environment-agency.gov.uk) or 08708 506 508 or they can be viewed at the Town Hall (Planning Section). A map of local flooding problems is available at the Council (Planning Section or Principal Drainage Engineer; or Council web site in the future).

Many planning applications will need to include a Flood Risk Assessment or Drainage Statement. Applications will not be valid without this information. Assessments will need to be carried out in accordance with Agency advice, Planning policy Statement 25 and Council advice. Environment Agency advice can be obtained from the publication 'Environment Agency standing advice; development and flood risk' available at the Agency's other web site [www.pipernetworking.com](http://www.pipernetworking.com). Applicants are

strongly advised to look at this before submitting planning applications as well as consult the Council. Council advice will be published soon in the meantime look at the local Strategic Flood Risk Assessment and consult the Council (Planning Section or Principal Drainage Engineer). The Agency and the Council encourage pre application consultation. The Council's additional requirements re local problems and drainage are included in the summary list below.

In brief a Flood Risk Assessment will be required for all new dwellings and most other buildings:

- Within either flood zone 2 or 3
- Within flood zone 1 if the site is 1 ha. or over.
- Within flood zone 1 if there is an existing local surface water drainage, foul drainage or groundwater problem. See Note below.
- A change of use in flood zone 2 or 3 if a more vulnerable use is proposed.
- Note: Local problem areas are not shown on the Environment Agency maps; they are in the local Strategic Flood Risk Assessment - see below.

An assessment may also be required for:

- A change of use in flood zone 1 if a more vulnerable use is proposed.
- Development within 20 metres of a 'main river' which includes significant streams (identified in red on the map).

A Drainage Statement is required for:

- One or more dwelling in flood zone 1
- 100 square metres of new floorspace or surfacing in flood zone 1.
- Note: The Statement shall show how surface water will be dealt with.

Planning permissions will normally have conditions requiring surface water drainage system information to be agreed and implemented. Sustainable Urban Drainage Systems (SUDS) are now expected; see [www.pipernetworking.com](http://www.pipernetworking.com) for more details. These should be considered at the outset and be integrated into the scheme in terms of overall design; construction and future maintenance. Estimates of surface water run off will be needed including an allowance for future climate change.

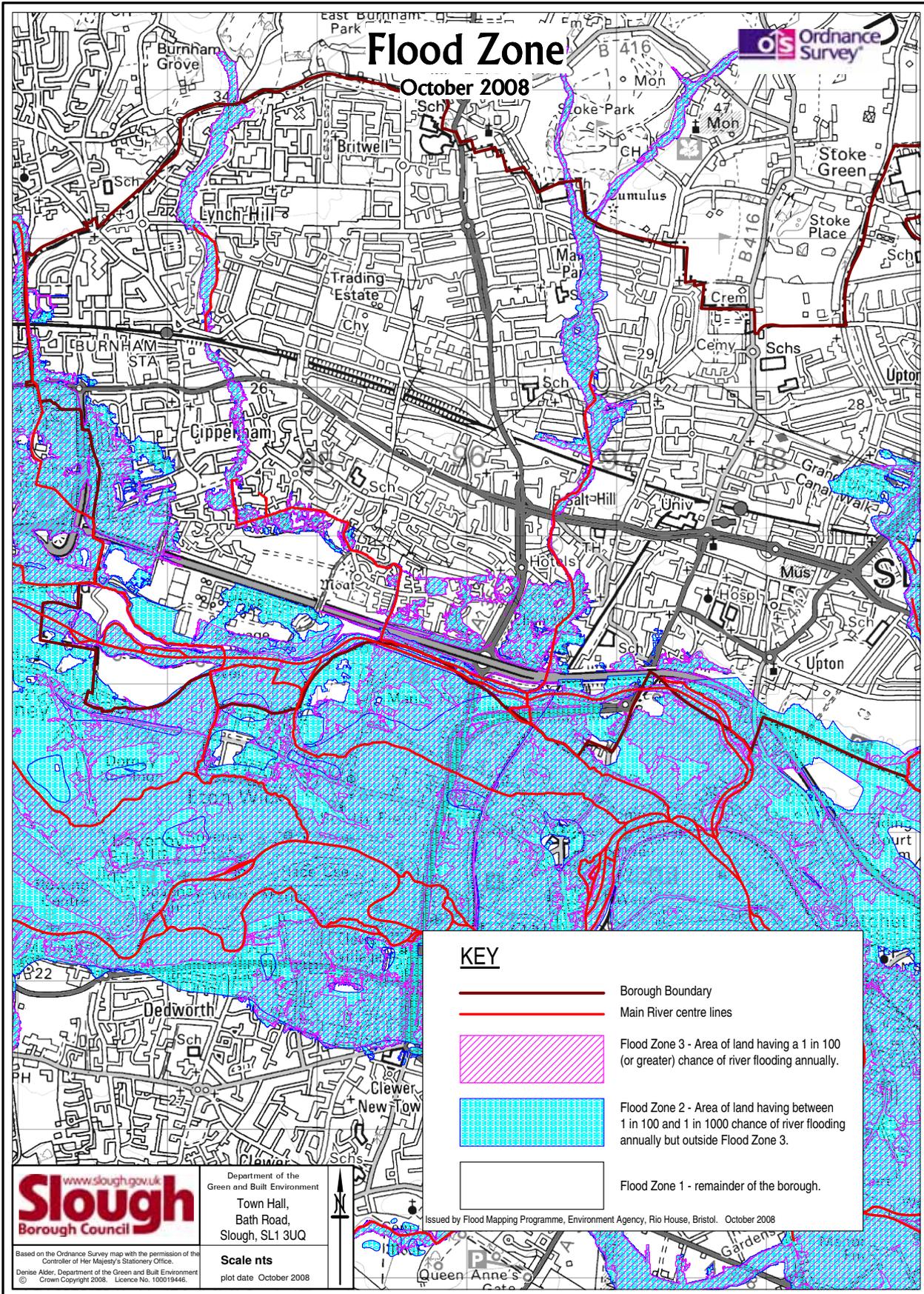
Some key principles regarding drainage are:

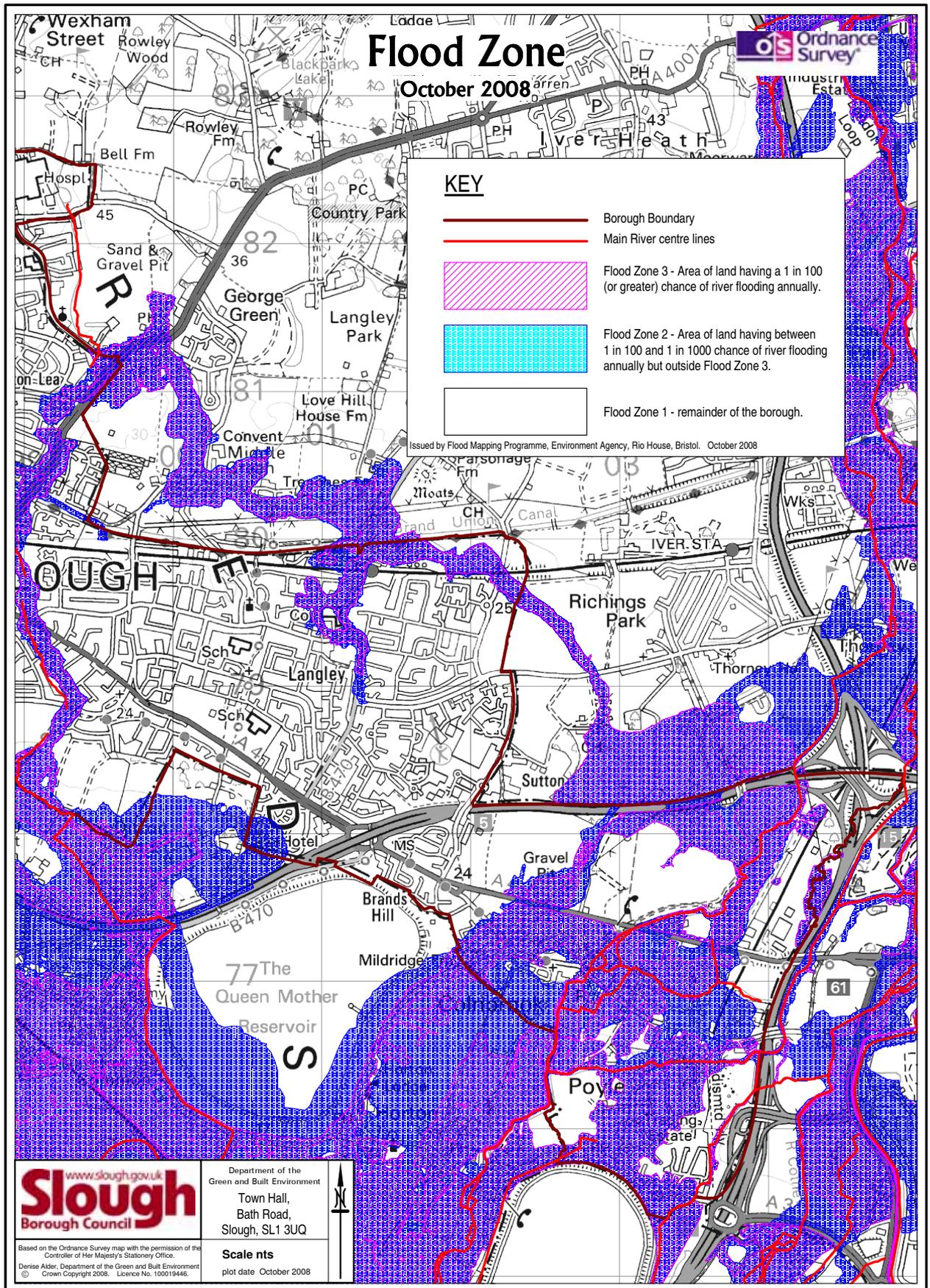
- Limit surfaces that increase run off (Reduce hard surfaces or use permeable surfaces)
- Do not increase the flow of water going into sewers or streams.
- Let surface water soak into the ground.
- Ensure ground conditions are suitable for soakaways or similar (Infiltration).
- Ensure storm water will not run off the site onto another persons land or onto the public highway.
- If necessary allow storm water to be held on site before gradually soaking into the ground (or draining to a sewer if permitted) (Attenuation).

Regarding infiltration and soakaways it should be noted that factors such as high groundwater levels or low ground permeability will affect the design of a surface water drainage system, and may restrict the overall density of development allowed.

### **Strategic Flood Risk Assessment (Slough)**

This has been carried out in connection with the Core Strategy. It identifies local flood issues not covered by the Environment Agency flood maps. It will be available on the Council's web site soon alternatively contact the Planning Policy Section. It should be consulted before submitting applications and when carrying out flood risk or drainage studies. In brief it identifies local areas at risk due to ground conditions, ground water, foul surface water sewer flooding and areas potentially at risk of fluvial flooding but not highlighted on Environment Agency maps at present. It also identifies protection areas near groundwater sources (includes wells, bore holes, springs, etc. It identifies information required in site specific flood risk assessments. The Assessment is the justification for seeking drainage statements for developments of one dwelling or more or 100 square metres of other building or surfacing even if they are in flood zone 1. Further information can be sought from the Council's Drainage Engineer. A guidance note for developers to incorporate the relevant parts of the assessment and expand upon the above notes is being prepared and will go on the Council's web.





## 7 Crime Prevention

At the outset of the design process crime prevention and community safety should be considered. Crime will be an important matter when planning applications are considered. Government Policy Statements and Core Strategy policy 12 cover crime to help create sustainable communities. Local Authorities also have a duty under the Crime and Disorder Act 1998 to, in brief, exercise its functions with due regard to the effect on crime and to do all it can to prevent crime.

Guidance is available in the publication

### **Safer Places; The Planning System and Crime Prevention (Office of Deputy Prime Minister ; Home Office 2004.)**

It includes further sources of guidance, case studies, check lists and an outline of design considerations. It can be downloaded from the web site: [www.communities.gov.uk](http://www.communities.gov.uk)

The seven attributes of sustainable communities listed below are a starting point for considering crime prevention when designing.

- **Access and movement:** Places with well-defined routes, spaces and entrances that provide for convenient movement without compromising security
- **Structure:** Places that are structured so that different uses do not cause conflict
- **Surveillance:** Places where all publicly accessible spaces are overlooked
- **Ownership:** Places that promote a sense of ownership, respect, territorial responsibility and community

- **Physical protection:** Places that include necessary, well-designed security features
- **Activity:** Places where the level of human activity is appropriate to the location and creates a reduced risk of crime and a sense of safety at all times
- **Management and maintenance:** Places that are designed with management and maintenance in mind, to discourage crime in the present and the future

Some design details that are often overlooked are:

- Limit the extent of rear garden boundaries that abut publicly accessible spaces.
- Lighting of parking areas and cycle stores.
- Entry systems or lockable gates etc. on private parking courtyards.
- Robust boundary treatment including gates.
- Limit entry points from public places to private spaces.
- Public spaces and site entry points should be overlooked by habitable room windows.

CCTV cameras may be required on some developments if the uses are likely to attract those who commit crimes.

A contribution towards a CCTV system in the area may be required if the proposed development may result in more crime being committed in the area.

## 8 Refuse and Recycling Storage For New Dwellings

The main documents providing technical guidance on the provision and location of waste facilities are the Building Regulations Approved Document H, Drainage and Waste Disposal (2002) Part H6 Solid Waste Disposal and British Standard 5906 (2005).

This information is not intended to replace the above guidance, but gives details of particular waste collection arrangements in the Slough Borough Council area. For the most up to date information or for any queries please contact Environmental Services on 01753 875255

### Standard bin sizes

Bin Size	Height *	Width	Depth
140 litre wheeled bin	1100mm	505mm	555mm
240 litre wheeled bin	1100mm	585mm	740mm
360 litre wheeled bin	1100mm	620mm	850mm
1100 litre wheeled bin (Euro bin)	1470mm	1280mm	1160mm

\*Please note all heights are with lids closed. To calculate the maximum height with the lid fully open please add the depth dimension to the height plus 100mm.

### Refuse and Recycling Provision for Houses/Maisonettes

Slough Borough Council operates an "edge of curtilage" refuse and recycling collection policy for these properties.

Refuse and Recycling Capacity	240 litre wheelie bin for refuse (360l if 6 or more residents in property *) - collected weekly 240 litre wheelie bin for recycling - collected fortnightly Optional 240 or 140 litre wheelie bin for garden waste recycling (where appropriate) - collected fortnightly
Storage	Properties must have a place to store bins: Rear garden with access Frontage on terraced properties with a screen or enclosure (space for two bins normal waste and recycling)
Drag Distance for bins	With a curtilage collection the vehicle aims to stop at the point next to the pavement alongside the bin. The preferred maximum distance between where a wheeled bin is sited and the nearest practicable position at which the collection vehicle can stop should not exceed 15 meters for 2 wheeled bins (British Standard) ; up to 25m may be acceptable in some circumstances
Drag distance for bins - residents	For private drives and courtyard type developments instead of curtilage collection Bin Collection Points can be used provided they are no more than 30m from the house. Collection points must be identified on plan and located clear of driveways or access ways.

### Refuse and Recycling Provision for Flats

Please note in very small developments (around 6 flats) it may be more appropriate for units to be provided with individual bins (see "Provision for Houses" above).

Refuse Capacity	Refuse is stored in 1100 litre bins (Calculate number of bins needed based on 200 litres per household and round up)
Recycling Capacity	Recycling is stored in 1100 litre bins (Calculate number of bins needed based on 100 litres per household and round up)
Distance of storage area from dwelling	The bin storage area should be located within the curtilage of the property and not more than 30m measured horizontally from the dwelling that it serves. This is also the maximum distance at which a refuse chute should be located from a dwelling.
Drag Distance for bins	The distance between where a wheeled bin is sited and the nearest practicable position at which the collection vehicle can stop must not exceed 10 meters for bulk bins
Access	The path between the bin storage area and the collection vehicle should: <ul style="list-style-type: none"> <li>• Be free of steps or kerbs (dropped kerbs can be used)</li> <li>• Have a smooth continuous surface</li> <li>• Be level, unless the gradient falls away from the chamber in which case it should not exceed 1:12</li> <li>• Have a minimum width of 2 metres</li> <li>• Only contain gates wide enough for safe entry/exit of the bin. Incorporate hold open devices on any gates.</li> </ul>
Chutes	Where chutes are used sufficient space should be allowed for full bins to be changed over and stored. Consideration should be given to using a dual chute system - one for waste and one for recyclables, or a mechanised chute system to segregate waste and recyclables.

Storage Area	<ul style="list-style-type: none"> <li>• Free ventilation is essential. Developers should be aware of the possibility of nuisance to residents from flies, smells etc. if sited too close to ventilators or windows.</li> <li>• The height of the store must allow for the bin lid to be fully opened.</li> <li>• Areas should be designed to prevent parked cars or other obstructions blocking doors and the route between the storage area and the collection vehicle (for example "no parking" hatching).</li> <li>• The inside dimensions of the store should allow sufficient space for residents to enter, and for bins to be manoeuvred around one another if necessary.</li> <li>• The interior should be constructed from a solid impervious material suitable for washing down</li> </ul>
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### **Vehicle Reversing Distance**

Vehicle Size, Access and Reversing Distances	The normal maximum permissible reversing distance is 12 metres. The Health and Safety Executive rate reversing as the single highest risk when driving a vehicle and it should therefore be avoided at all cost.
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### Quick Reference Table (refuse)

	Houses **	Flats	
<b>Normal Waste</b>	240 litre Or 360 litre Larger homes *	200 litre/flat	In 1100 litre Euro bins
<b>Recycling</b>	240 litre	100 litre	In 1100 litre Euro bins
<b>Dwelling to Store Max. distance</b>	Bin on curtilage	30 m	
<b>Drag Distance Max. (Refuse collector)</b>	15 m preferred 25m certain circumstances only	10 m	
<b>Dwelling to Bin Collection Point (maximum drag distance)</b>	30m Certain circumstances only	Not Applicable	
<b>Max. reversing distance</b>	12m	12m	
* - 4 or more bedrooms or 6 or more person households.			
** - Each house has a minimum of 2 bins (normal and recycling); residents can ask for a third bin, for garden waste, size 140 litre or 240 litre			

## 9 Archaeology

Consideration of possible archaeological remains on a site is a planning consideration. It is advisable, at the pre application stage, to see if a site requires any archaeological investigation work prior to development. This is particularly important on previously undeveloped sites but also some developed sites are known to be of possible interest. Archaeological remains may need to be excavated or even protected from development. Any study or excavation has to be funded by applicants or developers.

Areas of archaeological interest are recorded on the Sites and Monuments Record. This is held by the Berkshire Archaeology Service. They advise the Council on archaeology matters. They can also advise developers at the pre application stage if a site is of interest and if so the type of study or investigation work that will be needed. Such work is normally covered by a planning condition but sometimes work might be needed at the application stage particularly desk top studies.

The Berkshire Archaeology Service can be contacted at:

Berkshire Archaeology Service  
Central Library  
Abbey Square  
Reading  
RG1 3BQ  
  
Tel: 0118 901 5976  
Web: [BerkshireArchaeology.org.uk](http://BerkshireArchaeology.org.uk).  
Email: [info@BerkshireArchaeology.org.uk](mailto:info@BerkshireArchaeology.org.uk).

## 10 Building Control

The Council's Building Control Division will be happy to provide a building control service for all new development. Please contact them at an early stage to discuss your proposals. They can be contacted at :

Building Control  
MyCouncil  
Landmark Place  
High Street  
Slough  
SL1 1JL

Tel: 01753 875810

Email: [buildingcontrol@slough.gov.uk](mailto:buildingcontrol@slough.gov.uk)

## Appendix 1: List of Supplementary Planning Guidance documents

1. Guidelines on the Provision of Amenity Space around Residential Properties - January 1990
  2. Guidelines for the Conversion of Houses to Rest Homes for the Elderly - May 1990
  3. Slough Borough Council Parking and Servicing Standards. Details of number of parking spaces is in the development guidance document; a comprehensive note about parking is in preparation.
  4. Guidelines for "Granny Annexes" - October 1990
  5. Guidelines for Backland/Infill Housing Development - June 1991
  6. Guidelines for Private Hire Company Offices - June 1991
  7. Guidance Note for the Change of Garages into Habitable Rooms - July 1991
  8. Guidelines for the Conversion of Houses to Guest Houses/Bed and Breakfast Accommodation - October 1991
  9. Guidelines for Flat Conversions - April 1992
  10. Guidelines for Residential Children's Homes - May 1992
  11. Guidelines for Student Accommodation - October 1992
  12. Guidelines for Non-retail uses within the Town Centre and District Shopping Centres - November 1993
  13. Guidelines for Residential Extensions - February 1994 (being reviewed)
  14. Slough Old Town Area, Shop Front design and Signage - July 1996 (Area near Windsor Rd./William St/High Street junction)
  15. Guidelines for Late Night Leisure Uses within Slough Town Centre - July 1997
  16. Guidelines for Pavement Cafes - October 1998
- Available from SBC Planning Section or SBC web site under Planning; Development Control

This document can be made available on audio tape, braille or in large print, and is also available on the website where it can easily be viewed in large print.

If you would like a copy of this document translated please ask an English speaking person to request this by calling 01753 875820. Alternatively please call Slough Translation and Interpreting Service on 01753 701157.

ਯਦਿ ਆਪ ਭ੍ਰਮ ਟ੍ਰਾਂਸਲੇਟਿੰਗ ਦੇ ਅਨੁਬੰਧ ਦੀ ਕਾਪੀ ਭਾਗਿਲ ਕਰਨੀ ਚਾਹੁੰਦੇ ਹੋ ਤਾਂ ਕ੍ਰਿਪਯਾ ਅੰਗ੍ਰੇਜ਼ੀ ਬੋਲਦੇ ਵਾਲੇ ਕਿਸੇ ਕਾਕਿਸ਼ ਕੋ ਕਹੋ ਕਿ ਪੌਲ 01753 875820 ਧਾ ਟੈਲੀਫੌਨ ਕਰਕੇ ਵਿਖੇਦਨ ਕਰੋ। ਯਾ 01753 701157 ਧਾ ਸਲੌਹ ਟ੍ਰਾਂਸਲੇਟਿੰਗ ਆਡ ਇੰਟਰਪ੍ਰੇਟਿੰਗ ਸਰਵਿਸ ਖੋ ਟੈਲੀਫੌਨ ਕਰੋ।

Aby otrzymać kopię tego dokumentu przetłumaczoną na język polski należy poprosić osobę mówiącą po angielsku o zadzwonienie z takim żądaniem pod numer 01753 875820. Można również skontaktować się z serwisem tłumaczy 'Translation and Interpreting' w Slough, telefon 01753 701157.

ਜੇ ਤੁਸੀਂ ਇਸ ਦਸਤਾਵੇਜ਼ ਦੇ ਭਰਜਮੇ ਦੀ ਕਾਪੀ ਲੈਣੀ ਚਾਹੁੰਦੇ ਹੋ ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ ਅੰਗ੍ਰੇਜ਼ੀ ਬੋਲਣ ਵਾਲੇ ਕਿਸੇ ਵਿਅਕਤੀ ਨੂੰ ਕਹੋ ਕਿ ਉਹ 01753 875820 ਤੇ ਟੈਲੀਫੌਨ ਕਰਕੇ ਬੇਨਤੀ ਕਰੇ। ਜਾਂ 01753 701157 ਤੇ ਸਲੋਹ ਟਰਾਂਸਲੇਟਿੰਗ ਅਤੇ ਇੰਟਰਪ੍ਰੇਟਿੰਗ ਸਰਵਿਸ ਨੂੰ ਟੈਲੀਫੌਨ ਕਰੋ।

Haddii aad doonaysid koobi dukumentigan ah oo turjuman fadlan weydiiso qof Ingiriisiga ku hadla si aad u codsatid adigoo soo wacaya 01753 875820. Haddii kalese fadlan kasoo wac Slough Translation and Interpreting Service 01753 701157

اگر آپ کو اس ڈاکیومنٹ (دستاویز) کی ترجمہ شدہ کاپی درکار ہو تو براہ کرم انگریزی بولنے والے کسی شخص سے کہیں کہ وہ 01753 875820 پر فون کر کے طلب کرے۔ یا 01753 701157 پر سلاؤ  
ترجمہ شدہ اس ڈاکیومنٹ پر ینگ سرویس کو فون کریں۔