

Simplified Planning Zone Scheme

2014-2024

Slough Trading Estate, Slough

Adopted 12 November 2014



Slough Trading Estate, Slough, Simplified Planning Zone Scheme 2014-2024

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Contents

Part 1

Introduction

Context

Part 2

The SPZ boundary

Period of operation

Types of development (permitted uses)

Use of sub-zones

Planning conditions

Other permissions and licences

Part 3

Additional information on the operation of the SPZ

Part 4

Informatives

Plans and appendices

Plan 1 Slough Trading Estate SPZ - regional context

Plan 2 Adopted SPZ boundary and zonings

Plan 3 Location of CCTV cameras

Plan 4 Archaeology Written Scheme of Investigation (WSI) locations

Appendix 1 Guidance note on Landscaping matters

Appendix 2 Environmental Health Considerations

Appendix 3 CCTV

Appendix 4 Planning Obligations (S106)

Appendix 5 Travel Plans

Appendix 6 Advisory freight routes

Part 1 Simplified Planning Zone (SPZ) for the Slough Trading estate

Introduction

- 1.1 This document sets out the terms governing the implementation of the third Simplified Planning Zone (SPZ) for the Slough Trading Estate. SPZs are areas in which planning permission is granted in advance for defined types of development. Provided the development proposed complies with the SPZ scheme, there is no need to obtain planning permission in the normal way.
- 1.2 An SPZ was originally designated at the Estate in 1995 and was subsequently renewed in 2004. Since its inception, the SPZ has operated successfully and has helped to facilitate development on the Trading Estate. These developments have attracted a number of businesses to the area helping to create significant employment opportunities. Not only has the SPZ attracted new firms to the Trading Estate but it has enabled existing firms to expand and therefore retain and grow their existing workforce within the Borough.
- 1.3 The SPZ is shown in its regional context on **Plan 1**. It is located approximately 1.6 kilometres to the south west of Slough Town Centre. The Trading Estate dominates a large area of the town and is well located with the Bath Road (A4) to the south providing access to the M4 motorway and the Farnham Road (A355) to the east. The Trading Estate is also bisected by the London (Paddington) to Bristol Railway line. It covers approximately 156 hectares in area and currently includes a wide variety of business, industrial and warehouse uses with a limited but growing number of service activities, including shops and banks to predominantly meet the needs of employees working on the Estate. In June 2012, the council granted outline planning permission P/14515/003 for the Leigh Road Central Core Area (LRCC) on the Trading Estate for 152,800 square metres of new office, hotel, retail, health club and conference and crèche facilities.

- 1.4 The Estate is relatively self-contained and in the single ownership of SEGRO. The SPZ boundary is shown on **Plan 2** which defines the extent of the SPZ; the planning permission described in Part 2 applies within this designated area.

Context

Legal basis

- 1.5 This SPZ was approved for adoption on 12th November 2014 by the Council at its Cabinet meeting of 14th July 2014 and will expire on the 11th November 2024.
- 1.6 The legal basis for the creation of an SPZ is found at Sections 82 to 87 of the Town and Country Planning Act 1990. The adoption procedures were streamlined by Section 28 of the Planning and Compensation Act, 1991, which came into force in November 1992.
- 1.7 Section 83 of the Town and Country Planning Act requires local planning authorities to consider whether part or parts of their area will benefit from designation of an SPZ, to prepare schemes and to keep the matter under review. Any person can request the Local Planning Authority to make or alter an adopted SPZ.

Key features of the SPZ scheme

- 1.8 The SPZ at the Slough Trading Estate provides potential occupiers on the Estate with the following benefits:
 - **Flexibility** - subject to compliance with the SPZ scheme, the developer is in a position to respond quickly and effectively to changes in market demands and tenants' requirements;

- **Certainty** - the SPZ clarifies the types of development acceptable to Slough Borough Council and provided the proposal accords with the scheme, detailed planning approval will not be required. This helps foster confidence in investment at the Trading Estate;
 - **Speed** - the developer/potential occupier does not have to obtain individual planning permissions for compliant proposals, thus reducing administrative burdens and assisting the overall redevelopment of the Trading Estate in a timely and cost effective manner; and
 - **Marketability** - the SPZ has been used and will continue to be used as an effective marketing tool, enhancing the perception of the Trading Estate as a focus for business and employment investment. Both SMEs and Blue Chip companies have chosen to locate their operations on the Trading Estate as a direct result of the existence of the SPZ.
- 1.9 The SPZ scheme comprises the Written Statement and Plan. The Written Statement (Part 2 in this document) specifies the types of development for which permission is granted. The Plan (Plan 2) confirms the extent of the SPZ scheme, and land use zonings within it.
- 1.10 The SPZ has conditions attached to take account of local factors.
- 1.11 If a type of development is proposed which does not fall within the SPZ permission, or does not fully comply with its conditions planning permission will have to be applied for in the normal way. Under these circumstances, such applications will be considered on their merits.
- 1.12 In Part 2, the details of the proposed SPZ scheme are set out. Only those uses indicated are permissible and these are subject to the various conditions described. The SPZ Plan (Plan 2) identifies a number of Sub-zones where special controls are to be implemented and which are subject to their own specific conditions in addition to those that apply across the whole SPZ.
- 1.13 Part 3 of the Written Statement provides further information on the operation of the SPZ and Part 4 outlines a range of requirements and guidance from statutory undertakers and other agencies with respect to development in the SPZ. The developer will be expected to have regard to these Informatives when considering new development at the Trading Estate.
- 1.14 It is important to note that the restrictions imposed under the SPZ scheme only relate to development implemented as a result of the scheme following its adoption. The SPZ only grants planning permission; all other legislative controls will remain and must be complied with (refer to Part 2).
- 1.15 At the date of adoption, there were no listed buildings, ancient monuments, conservation areas or tree preservation orders located within the area of the SPZ. The Leigh Road Bridge and Mile Marker located on Bath Road are both listed although they are not located within the SPZ. The SPZ does not permit works to a listed building and should any buildings be listed within the lifetime of the SPZ, development involving any of these would not fall within the SPZ permission and planning and other relevant consents would be required in the normal way.
- 1.16 In respect of environmental assessment, Regulation 28 of the 2011 Town and Country Planning (Environmental Impact Assessment) Regulations, states that the SPZ will not grant permission for EIA development or grant permission for Schedule 2 development.
- 1.17 As a result, the SPZ does not grant planning permission for these types of development for which separate planning applications accompanied by an environmental statement or statements would need to be submitted to the borough council.
- 1.18 At the end of the ten year operation period the scheme will cease to have effect except for development that has already commenced.

Planning background

- 1.19 The Slough Borough Core Strategy was adopted by the council in December 2008 and covers the period 2006 to 2026. Two key strategic objectives of the council are:
- To ensure that the existing business areas continue to provide sufficient employment-generating uses in order to maintain a sustainable, buoyant and diverse economy and ensure that Slough residents continue to have access to a wide range of job opportunities; and
 - To encourage investment and regeneration of employment areas and existing town, district and neighbourhood shopping centres to increase their viability, vitality and distinctiveness.
- 1.20 Whilst the spatial strategy seeks to focus new development in the town centre (Core Policy 1), it recognises that other areas of the Borough need to change and that an important element of the 'spreading the benefits' part of the strategy is that selected areas outside of the town centre should also be regenerated. Slough Trading Estate is specifically identified as a location that would benefit from being redeveloped in a comprehensive, properly planned and co-ordinated manner (paragraph 7.23).
- 1.21 Core Policy 5 (Employment) states that the location, scale and intensity of new employment development must reinforce the spatial and transport strategy, with intensive employment generating uses such as B1(a) offices located in the town centre. The policy states that B1(a) may also be located on the Slough Trading Estate, as an exception, in order to facilitate its comprehensive regeneration.
- 1.22 The supporting text to the policy notes at paragraph 7.95 that the Trading Estate has been specifically identified as an area for regeneration and that it will be implemented through the preparation of a master plan to identify the location of the proposed new offices within a new hub including other development.
- 1.23 Core Policy 6 (Retail, Leisure and Community Facilities) indicates that all new major retail, leisure and community development will be located in the shopping area of Slough town centre. The supporting text at paragraph 7.113 notes that the proposed new hub within the Trading Estate could contain retail, hotel and leisure uses provided that they are at a scale which would predominantly serve the needs of businesses and employees on the Estate.
- 1.24 Core Policy 7 (Transport) indicates that development proposals will make provision for the creation of a transport hub within the Trading Estate. The supporting text at paragraph 7.140 states that any proposals for the regeneration of the Trading Estate will include an integrated transport package which will reduce the reliance upon the private car and improve public transport.
- 1.25 The council subsequently adopted the Site Allocations DPD in November 2010, which identifies sites that can deliver the Spatial Vision, Strategic Objectives and policies in the Core Strategy. It includes detailed proposals for specific sites along with selected locations for comprehensive regeneration.
- 1.26 Proposal SSA4 relates to the Slough Trading Estate and is the most significant regeneration proposal outside of the town centre. Site Allocation Policy 1 identifies the Slough Trading Estate (including the Leigh Road Central Core Area) for mixed use development to include offices, research and development, light industrial, general industrial, storage and distribution, residential, retail, food and drink, hotels, conference facilities, educational facilities, recreation and leisure uses.
- 1.27 The site specific proposal at SSA4 includes a master plan which shows key components and proposed land use zonings across the Estate. The schedule identifies the main requirements as:
- 130,000 square metres (GIA) of additional new B1(a) offices in the Leigh Road Central Core area;
 - No overall increase in the total number of parking spaces upon the Trading Estate;

- A package of public transport improvements to meet modal shift targets that will ensure there is no increase in the level of car commuting into the Estate; and
 - A package of skills training is provided in order to increase the number of Slough residents working on the Estate.
- 1.28 Furthermore, the proposal stipulates that the scale of the proposed retail, hotel and leisure uses should be of a scale that predominantly serves the needs of the Trading Estate.
- 1.29 The Adopted Site Allocations DPD states that relevant development may take place in accordance with the Simplified Planning Zone or Local Development Order. This confirms the council's recognition the existing SPZ could be replaced by an SPZ.
- 1.30 Following the adoption of the Core Strategy and Site Allocations DPD, outline planning permission P/14515/003 was granted for 152,800 square metres of new office, hotel, retail, health club and conference and crèche facilities in the Leigh Road and Central Core (LRCC) area within the Trading Estate, which is fully in accordance with the adopted policy and site specific allocation. The approved LRCC parameters plan will guide development in the LRCC area over the next 15 years and will facilitate the comprehensive regeneration of the Trading Estate.
- 1.31 SPZ developments are permitted within the LRCC area.
- 1.32 A new Section 106 Agreement has been signed by SEGRO and Slough Borough Council to implement the parking cap and facilitate the continued provision of the Hoppa Bus Service, which runs between the Trading Estate and the town centre, or an equivalent contribution to a service locally.
- 1.33 An 'Umbrella' Travel Plan has been prepared by SEGRO and is secured through a Section 106 Agreement. It covers the whole SPZ area and enables SEGRO to provide a range of travel planning measures for the benefit of all occupiers of the Trading Estate to improve transport through providing alternatives to single occupancy car use. Where an individual development for Class B1(b), B1(c), B2 or B8 floorspace exceeds the Council's borough wide thresholds Occupiers will be required to produce their own travel plans too, as explained in Condition 19 and Appendix 5

Summary

- 1.34 The SPZ will help enable the delivery of comprehensive regeneration of the Trading Estate as set out in Core Policy 1 and achieve the objectives set out in Core Policy 5 of the Adopted Core Strategy and SSA4 of the Adopted Site Allocations DPD. The SPZ therefore is in conformity with the policies of the Adopted Core Strategy and Site Allocations DPD.

Part 2 The Slough Trading Estate Simplified Planning Zone - details of the proposed scheme

The SPZ boundary

- 2.1 The boundary of the SPZ is shown on **Plan 2**. The permission granted by the SPZ relates to this area only.

Period of operation

- 2.2 The SPZ Scheme was adopted on 12 November 2014 and is in operation for a ten year period ending on 11 November 2024. Further information on the operation of the SPZ Scheme is contained in Part 3.

Types of development (permitted uses)

- 2.3 Planning permission is granted by the SPZ scheme for certain types of development set out below, and defined in The Town and Country Planning (Use Classes) Order 1987 SI No.764 (as amended by the Town and Country Planning (Use Classes) (Amendment) Orders 1991, 1992, 1994, 1995, 1999, 2005, 2006, 2010 and 2011). Subsequent changes to the Use Classes Order could result in new use classes being created or existing classes amended. For the avoidance of doubt these would not change the types of uses permitted by this scheme and listed below. If any of the changes affect the range of uses permitted by the SPZ, the Local Planning Authority will consider a focussed amendment to the SPZ to ensure consistency between it and the new Use Classes Order.

- 2.4 Planning permission is granted by the SPZ scheme for the following development (including the erection of buildings, operations and the use of land) subject to the conditions and sub-zone provisions set out below:

1) Business Use (Class B1)

Use for all or any of the following purposes:

- Research and development of products or processes B1(b); or

- Any industrial process, being a use which can be carried out in a residential area without detriment to amenity of that area by reasons of noise, vibration, smell, fumes, smoke, soot, ash, dust or grit B1(c).

2) General Industrial Use (Class B2)

A use for the carrying on of an industrial process, other than one falling within Class B1 above.

3) Storage or Distribution Use (Class B8)

Use for storage or as a distribution centre.

4) Colocation/Data Centres (Sui Generis)

The electronic storage, receipt and transmission of data and information including (but not exclusively) Internet Service Provision, web hosting, disaster recovery and other server farm operations.

5) Retail and Service Uses (Class A1-A5)

Other uses which are ancillary and complementary to the site's primary use as an employment site:

- Retail (A1)
- Financial and Professional Services (A2)
- Restaurants and Cafés (A3)
- Drinking Establishments (A4)
- Hot Food Take-away (A5)

6) Other development

- Solar Photo Voltaic Panels (where attached to new or existing buildings)
- Walls and other means of enclosure
- CCTV Masts and associated equipment
- Demolition

2.5 Use of sub-zones within the trading estate as shown on Plan 2

- 1 **Business and industrial Use Sub-zone:** The Business and Industrial Use Sub-Zone covers most of the Estate. Within this area, planning permission is granted for Research and Development (B1(b)), Light Industry (B1(c)), General Industry (B2), Storage and Distribution (B8) and Colocation (Sui Generis) uses, subject to the relevant planning conditions included within this document.
- 2 **Service Use Sub-Zone:** To the north of Bedford Avenue, adjacent to Gresham Road, there is an existing service area which contains several banks and a block of small retail shops. Given the size of the Trading Estate, there is a need to maintain an adequate level of services for occupiers. Within this Sub-Zone, planning permission is granted for restaurants and cafes, drinking establishments and hot food take-aways (Class A3, A4 and A5), banks and other professional/financial services (Class A2) and A1 uses such as shops and Business Use (Class B1(b)/B1(c)).

General industrial (Class B2), Storage and Distribution (Class B8) and Colocation (Sui Generis) are excluded from this area. No single retail unit (Class A1) or premises for the sale of food or drink (Classes A3 to A5) shall exceed 200 square metres gross floor area.
- 3 **Power Station Sub-Zone:** The Estate power station, located on Edinburgh Avenue, constitutes a special type of use which requires careful consideration. Existing planning control is therefore retained over the power station and all developments within its curtilage as defined by the sub-zone, where the provisions of the SPZ will not apply. The Power Station Sub-Zone is controlled by Scottish and Southern Energy.
- 4 **Highway Safeguarding Sub-Zones:** There are road improvement schemes proposed on Farnham Road and at the junction of Bath Road and Dover Road. Other works include those to Leigh Road Liverpool Road and Buckingham Avenue. Development will not be permitted in these sub-zones unless Slough Borough Council as the local highway

authority confirms they are no longer required for highway improvements. These areas are shown on Plan 2.

- 5 **Landscape Sub-Zones:** The scheme identifies three landscape areas, two of which are identified as sub-zones, within which there will be general landscaping requirements. The hierarchy of landscaping requirements is as follows:
 - a) Strategic Landscape sub-zone
 - b) Arterial Road Landscape sub-zone
 - c) Non arterial roads

All development permitted by the SPZ Scheme should take account of the Landscaping Guidance Note contained in Appendix 1, which covers the following:

- Landscape design and standards considerations
- Statutory undertakers' services and plant
- Management and retention of existing and new trees
- Replacing mature or dead trees
- New Trees
- Maintenance

- 6 **Sensitive Boundary Sub-Zones:** The specific conditions relating to these sub-zones aim to minimise the potential visual impact and nuisance to residential amenity adjacent to the Trading Estate. They are located at Stirling Road, Montrose Avenue and Galvin Road.

Within these Sub-Zones planning permission is granted for development for Business (Use Classes B1(b) and B1(c)), General Industry (Use Class B2) and Storage and Distribution (Use Class B8) and Colocation/Data Centre (sui generis) uses.

Specific conditions relating to the maximum height of development, hours of operation and deliveries apply in these Sub-Zones. The Sensitive Boundary Sub-Zones are shown on Plan 2.

7 Height Controlled Zone: The height controls applying to the northern boundary of the SPZ aims to minimise the potential visual impact of industrial buildings on residential properties adjacent to the Trading Estate. The Height Controlled Zone is 30m in depth from the boundary between Yeovil Road and Stirling Road and 15 metres in depth from Stirling Road to Farnham Road as is shown on Plan 2.

8 Research and Development and Co-location/Data Centre Sub-Zones: Within this Zone, R&D (Class B1(b)) and Colocation uses on sites over 1 hectare (2.47 acres) are permitted to be a maximum of 23 metres in total to include plant and machinery. The R&D and Colocation/Data Centre Sub-Zones are shown on Plan 2.

9 Fairlie Road Sub Zone: The specific condition relating to this sub-zone relates to the maximum height of development that is permitted within it. The Fairlie Road sub-zone is 15m depth from the boundary and is shown on Plan 2.

2.6 Planning conditions applying within this SPZ

All development permitted under this SPZ Scheme is subject to the following conditions:

Design

1. Excepting the installation of Solar Panels on existing buildings, site coverage by buildings to be erected, or built "footprint" (including any retained buildings, subsequent extensions, or bridges/atriums between units but excluding any "deck" parking facilities) shall not exceed 50% of the total site area of any individual development plot.
2. Buildings to be a maximum of three floors. This includes mezzanines but excludes plant or basement levels.
3. For new units in excess of 1,000 square metres of floorspace, a minimum of 1 disabled accessible shower shall be provided.

4. The design and construction of new units should include the following measures:
 - On units in excess of 2,000 square metres of floorspace, the Principal Contractor shall comply with the "Considerate Construction Scheme";
 - The monitoring and recording of data on energy consumption from the use of construction plant, equipment and site accommodation;
 - The monitoring and recording of data on water consumption from the use of construction plant, equipment and site accommodation;
 - The monitoring and recording of data on transport from delivery of construction materials and removal of waste;
 - Site timber is sourced in accordance with the UK Government's Timber Procurement Policy;
 - Building User Guide to be prepared in the spirit of BREEAM. The Guide will give simple clear instructions to the optimum use of the heating, mechanical and ventilation plant;
 - Internal lighting levels are provided in accordance with the CIBSE code for Lighting;
 - External lighting to be controlled through a time switch;
 - Compliant Site Waste Management Plan to achieve a minimum 80% of waste recycled during construction;
 - The building does not require the use of refrigerant within installed plant/systems; and
 - Oil/Petrol separators to be used in the surface water drainage systems.

Details of such works shall be submitted to the council in the form of a post construction audit or its equivalent within 12 months of completion of the development.

5. The maximum height of development, including plant and machinery (including screening or enclosure) and solar panels shall not exceed those set out in Table 1 Building Heights.
6. Where proposed development sites are located across different building height zones, the building or part there of shall not exceed the maximum height specified for that zone.
7. No building on the Bath Road shall be situated forward of the existing building line.
8. On buildings over 16 metres, there shall be a minimum set-back of 14 metres from the back edge of pavement for building frontages and 4 metres from the back edge of pavement on the return frontages to the highway.
9. Where Class B1(b) (Research and Development) or Colocation/Data Centre uses are constructed that are taller than 16 metres in height, the principal elevation shall be constructed with at least 50% of the frontage made up with either a masonry design incorporating fenestration (e.g. a brick or terracotta construction system) or the use of curtain walling. Where curtain walling is proposed this should be constructed from a pallet of materials including brick, masonry and metal cladding amongst others in order to articulate the elevation and create visual interest in the street scene.
10. Class B1(b) (Research and Development (R&D)) and Colocation/Data Centre uses on sites over 1 hectare (2.47 acres) within the R&D and Colocation/Data Centre Sub Zones shall not exceed 23 metres. All plant and machinery to be incorporated on the roofs of R&D and Colocation/Data Centre buildings taller than 16 metres within this Sub-zone shall be set back from the edge by at least 2 metres and screened appropriately.

Table 1: Buildings heights

Location/use class	Maximum building height to ridge/apex, including plant and machinery
Sensitive Boundary Sub-Zones (Stirling Road, Galvin Road, Montrose Avenue)	7m
Fairlie Road Sub Zone (15m depth from boundary)	7m
Height controlled zone (30m depth from boundary)	12m
Outside of the controlled height sub-zone	16m
Outside of the Sensitive Boundary Sub Zone and Height Controlled Zone, on sites over 1 hectare (2.47 acres) for Storage and Distribution uses (Class B8) only	20m
Within the Research and Development or Colocation/Data Centre Sub Zones, on sites over 1 hectare (2.47 acres) for Research and Development facilities (Class B1(b)) and Colocation/Data Centre uses (sui generis) only	23m

11. All external plant and machinery for buildings constructed under the SPZ must be fully screened.
12. Walls up to 2 metres in height and all other means of enclosure up to a height of 3 metres are permitted under the SPZ consent, if they are to be carried out in conjunction with other major building works permitted under the SPZ consent.
13. Any development adjacent to the Haymill Valley must maintain a minimum 2 metre high fence and 8m buffer zone along the boundary to the Haymill Valley.
14. Independent entrance feature structures (such as totems) located at the entrance to buildings to identify the vehicular and pedestrian points of access and the identity of the occupiers will be permitted subject to them having a footprint not exceeding 2m x 2m and a height not exceeding 4m from ground level. Illumination of entrance signs must comply with the Slough Borough Council design criteria current at the time of the development including other relevant consents.
15. With the exception of alterations to existing buildings, the terms and provisions of the Town and Country Planning (General Permitted Development) Order 1995 as amended by the Town and Country Planning (General Permitted Development) (Amendment) (England) Order 2010 (SI 2010 No 654)¹ and subsequent changes to it that affect the use classes permitted by this SPZ, no extension to a building shall be constructed without the express permission of the Local Planning Authority.

Transport and Highways

16. No development will be permitted in the areas hatched purple on Plan 2, which are reserved for improvement works at the Liverpool Road/Buckingham Avenue junction and Edinburgh Avenue/ Farnham Road associated with the LRCC2 planning permission (P/14515/003) unless otherwise agreed in writing with the local planning authority.
17. All SPZ site boundaries must not include any adopted or proposed adoptable highway, unless the highway has been stopped-up or is being stopped-up.

Appropriate tracking provision shall be made for manoeuvring and servicing of all vehicles. These areas should be provided before the buildings/sites are occupied (as defined in Condition 23).
18. Parking provision for lorries, cars and bicycles within the maximum and minimum standards shown in Table 2 below must be met and marked out on site and, excepting Colocation/Data Centre uses, shall thereafter be maintained exclusively for that purpose in a useable condition to the satisfaction of the Local Planning Authority.

Colocation uses permitted under the SPZ are permitted lower operational car and lorry surface parking standards¹. Any plant on allocated parking areas should be screened to minimise its impact on the street scene, and removed prior to another permitted use commencing.

¹ It is recognised Colocation uses have a higher operational demand for plant and a reduced need for lorry or car parking compared with development for Business, General Industrial and storage and distribution uses (B1 (b)(c), B2 and B8).

19. An occupier Travel Plan shall be submitted to the Local Planning Authority within 6 months of occupation where an individual building in Use Class B1 (b) or B1(c) exceeds 2,500 square metres gross external area, in Use Class B2 exceeds 4,000 square metres gross external area or Use Class B8 exceeds 5,000 square metres gross external area. The Travel Plan shall contain the measures set out in Appendix 5 Travel Plans and be carried out and monitored in accordance with the details approved by the Council.

20. Where a decked car park is provided, it shall be constructed so that it is not taller in height than the principal building that it is intended to serve.

21. Any alteration to an existing vehicular access to an adopted highway² shall be agreed in writing by the Local Highways Authority. The Developer shall enter into the relevant highways agreement (S38, S278, Minor Highways works agreement or their equivalent) prior to implementation of the highway works.

22. Construction of new highways shall be to the council's adoptable standards in accordance with Slough Borough Council's current standard detailed design manual, DMRB or Manual for Streets 2, as appropriate.

The design and layout of all new highways and vehicular access points shall be in accordance with conditions and standards specified in the Slough Design Guide, DMRB or Manual for Streets 2 (as applicable) at the time of commencement of development. These shall incorporate suitable pedestrian and cycle facilities for all movements including those to and within the site itself. All redundant access points to be fully reinstated to standard footway construction.

23. All highway and vehicular access points shall be constructed before the relevant part of the development is occupied and shall thereafter be maintained exclusively for that purpose in a useable condition to the satisfaction of the Local Highways Authority. Occupation means the use of a building permitted by the SPZ but not including occupation by a person or persons engaged in construction or fitting out or occupation for marketing or display or occupation for security operations.

24. No new vehicular access points shall be created directly onto the Bath Road (A4) or Farnham Road (A355) unless otherwise agreed in writing by the council.

Landscaping

25. Each development site should set aside a minimum of six percent for landscape treatment. Landscaping on individual sites within the Trading Estate must comply with the hierarchy of landscaping requirements, (Strategic Landscape Sub-Zones, Arterial Road Landscape Sub-zones, and Non-Arterial Roads), as contained within the Landscape Guidance Note in Appendix 1.

² A highway is a way over which there exists a public right of passage, that is to say a right for all of Her Majesty's Subjects at all seasons of the year to freely and at their will pass and re-pass without let or hindrance. This includes private roads owned by SEGRO and public roads that are the responsibility of Slough Borough Council.

Table 2 Minimum and maximum vehicle parking spaces required in SPZ developments

Use Class	Parking spaces per Gross (External) Floor Area			
	Car - Minimum	Car - Maximum	Lorry Space	Cycle Spaces - Minimum
B1 (b)	1 per 250m ² to 3,000m ² then 1 for every 500m ² over 3,000m ²	1 per 50m ²	1 per 500m ² to 2,000m ² then 1 for every 1,000m ² over 2,000m ²	2 per unit then 1 for every 500m ² over 500 m ²
B1 (c)	1 per 250m ² to 3,000m ² then 1 for every 500m ² over 3,000m ²	1 per 50m ²	1 per 500m ² to 2,000m ² then 1 for every 1,000m ² over 2,000m ²	2 per unit then 1 for every 500m ² over 500 m ²
B2	1 per 250m ² to 3,000m ² then 1 for every 500m ² over 3,000m ²	1 per 50m ²	1 per 500m ² to 2,000m ² then 1 for every 1,000m ² over 2,000m ²	2 per unit then 1 for every 500m ² over 500 m ²
B8	1 per 250m ² to 3,000m ² then 1 for every 500m ² over 3,000m ²	1 per 50m ²	1 per 500m ² to 2,000m ² then 1 for every 1,000m ² over 2,000m ²	2 per unit then 1 for every 500m ² over 500 m ²
Co-location (Sui Generis)	1 per 250m ² to 3,000m ² then 1 for every 500m ² over 3,000m ²	1 per 50m ²	Not normally required. Otherwise 1 per 500m ² to 2,000m ² then 1 for every 1,000m ² over 2,000m ²	2 per unit then 1 for every 500m ² over 500 m ²
A1 - A2	N/A	1 per 30m ²	N/A	2 per unit
A3, A4, A5	N/A	1 per 5m ² of public area	N/A	2 per unit

26. All developments within the arterial landscape zones as defined on Plan 2, shall include tree planting and a landscaped strip along the arterial road frontage. Trees shall be planted a minimum of 2 metres in from the back edge of the footpath/highway and shall be spaced at intervals of between 6 and 14 metres. If underground utilities and services are present and would prevent the planting of trees within this strip, details of the services present and their location shall be provided to the local planning authority. Where it is not practical to plant trees within the landscaping strip along the site's frontage, a plan showing alternative locations for tree planting within the site shall be submitted and approved in writing by the local planning authority and the planting carried out thereafter in accordance with it.

27. All developments over 16 metres in height within the arterial landscape zones as defined on Plan 2, shall be set back from the back edge of the footpath/highway by a minimum of 14 metres across the front of the site.

28. All new tree planting within the arterial landscape zones shall be located in front of any fencing or walling, between these and the back edge of footpath/highway.

29. Outside of the arterial landscape zones as defined on Plan 2, buildings up to 12 metres in height should incorporate a minimum of a 2 metre deep landscaping strip across the front of the site³, and buildings over 12 metres should incorporate a minimum of a 3 metre deep landscaping strip across the front of the site³. Security fencing or walls over 1m in height should be located behind the landscaping strip.

30. On corner plots all developments shall include a minimum 2 metre landscaping strip on the return frontages.

31. Within a two year period following the implementation of a landscape scheme, if any of the new or retained trees or shrubs should die, are removed or become seriously damaged or diseased, then they shall be replaced in the next planting season with another of the same size (at least) and species (or that more suitable to evolving site conditions).

Solar Panels

32. Solar panels are to be treated as Plant, for the purposes of calculating the maximum building heights on new and existing buildings.

33. Solar panels are permitted under the SPZ on the roofs of new and existing buildings subject to them being set back by 2 metres from the edge and ensuring that the overall height of the building including the solar panels does not exceed the permitted height for the building's location in the different sub-zones or height restricted zones.

34. Conditions 1 and 18 do not apply to applications solely for the installation of solar panels on the roofs of existing buildings.

General

35. With the exception of solar panels on building roofs, the SPZ does not permit external plant unless it is ancillary to development permitted under the SPZ.

36. There shall be no additional drainage to the highway. No works which will result in the discharge of ground or surface water from the site shall be commenced until drainage works have been completed.

37. Development which requires specified potentially hazardous activities, the storage/manufacture of defined potentially hazardous substances, the carrying out of prescribed processes or laying or construction of a notifiable pipeline are not permitted under the SPZ.

38. Works to listed buildings are not permitted by the SPZ.

39. Development in Sensitive Boundary Sub-Zones must comply with the specific conditions relating to the hours of operation and deliveries set out in Table 3, unless otherwise agreed in writing by the Local Planning Authority.

40. The office element of SPZ development including mezzanines will be limited to an area not exceeding 49% of floor area (GEA).

41. Open storage is not permitted as part of any of the developments included within the SPZ consent, either as the main use or ancillary to the main use.

42. In the Service Use Sub-Zone, no single retail unit (Class A1) or premises for the sale of food and drink (Class A3) shall exceed 200 square metres gross floor area.

43. Drive-through restaurants within Use Class A3 and A5, are not permitted by the SPZ.

³ The front of the building is defined by where the main pedestrian entrance door is facing as this determines the postal address, and the main door normally faces the major road.

44. Due to the extensive industrial history of the Estate, a desk study assessment of the potential risks to human health and the environment from land contamination shall be completed and the developer shall submit this to the council within 12 months of completion of development.

If the desk study assessment identifies potentially significant risks, a comprehensive phased risk assessment of the extent of any land contamination shall be carried out. This will include evidence that suitable measures to remedy any contamination were carried out, where applicable, in order to make the site fit for use.

If the desk study assessment does not identify any significant risks, the developer shall notify the council of this and carry out a watching brief for unexpected contamination during construction. If any such contamination is encountered a programme of investigation and/or remedial work shall be implemented in order to make the site fit for use.

Details of any remediation works undertaken shall be submitted to the council in the form of a post construction audit or its equivalent within 12 months of completion of development.

The Environment Agency (or equivalent regulatory body) shall be consulted and an approved strategy agreed when potential contamination to controlled waters including groundwater and surface water is found in order to ensure all risks are adequately dealt with.

Piled building foundations that penetrate through the superficial sand and gravel deposits into the underlying bedrock of the Lambeth Group and/or Chalk shall not be permitted until after it has been established that the risks to groundwater in the Chalk aquifer are acceptable to the Environment Agency.

Table 3: Sensitive Boundary Sub-Zone hours of operation and delivery and collection constraints

Sensitive Boundary Sub-Zone	Permitted hours for:	
	Delivery and collection	Operation for general industrial or storage and distribution uses
A - Stirling Road	Monday to Saturday: 07:00 to 22:00 No operations on Sundays or Bank Holidays	
C - Galvin Road		
B - Montrose Avenue	Monday to Friday: 08:00 to 18:00 Saturday: 08:00-13:00 No operations on Sundays or Bank Holidays	

45. Suitable locations for CCTV masts and equipment are shown on Plan 3 and permitted as follows:

1. Only in locations within a diameter of 4 metres of the positions marked on Plan CCTV1.
2. Poles and camera fittings are to be no more than 10 metres high. This allows for a 9 metre pole plus camera fittings.
3. Poles are to be set so as not to interfere with sight lines, unless specifically agreed with Slough Borough Council.
4. Poles are to be freestanding or cabinet based, subject to the cabinets being no larger than 0.5 m square and 1.25 m high. (Total height no more than 10m - see point 2 above).

46. The installation and operation of CCTV shall adhere to the 'Surveillance Camera Code of Practice' (June 2013), or its successor.

47. Within areas defined in the Archaeology Plan shown in Plan 4 no development shall commence until a programme of archaeological work has been implemented in accordance with a written scheme of investigation (WSI) which has been submitted and approved in writing by the local planning authority. The WSI shall include details of the investigation, project design, evaluation methods and provisions for further investigation work to be implemented in the event that archaeological remains are found. In accordance with the WSI provision will be made for analysis, publication and the dissemination of results. The finds and archive will be held by the archaeological contractor until such time as this can be deposited with a suitable museum.

Other Permissions and Licences

2.7 The SPZ scheme grants planning permission only. It remains necessary for the development proposals within the SPZ area to comply with all relevant licences, permits and controls required under other legislation. These include the following:

- The statutory provisions and standards relating to health and safety, nuisance and pollution;
- Consent for stopping up or diversion of an adopted highway or footpath;
- Approvals under the Building Regulations and adherence to the Equalities Act 2010;
- Consent from the statutory undertakers where their plant or equipment may be affected;
- Licenses issued by Natural England where development permitted by the SPZ may impact on species protected under European or National legislation;
- Approval, as appropriate, from the Environment Agency pursuant to the requirements of the Land Drainage Act 1991 and other relevant legislation;
- Consent to display advertisements where required by the Town and Country Planning Act (Control of Advertisements) Regulations 2007;
- Activities requiring consent under the Town and Country Planning (Hazardous Substances) Act, 1990;
- Land Drainage Bye-Laws; and
- Building on and adjacent to public sewers.

Part 3 Additional information on the operation of the SPZ

- 3.1 To ensure adequate monitoring of SPZ developments the developer will supply Notification of Development to the council within three months of commencement of development.
- 3.2 When development is proposed the responsibility to contact statutory undertakers and other relevant bodies falls to the developer.
- 3.3 Under Section 69 of the Town and Country Planning Act 1990, as required by Article 36(8)(a) of the Town and Country Planning (Development Management Procedure) (England) Order, 2010 (SI 2010/2184, Slough Borough Council will maintain a register containing brief particulars of all SPZs in its area, including information on all proposals for the preparation and alteration of SPZs and a map showing the definitive boundary of any operative or proposed SPZ schemes.
- 3.4 The owner or developer will supply Slough Borough Council with details of all works to be carried out on the Estate which would fall within the SPZ consent. The developer shall submit a covering letter and other information set out in an agreed memorandum, to include SPZ notification form, fee cheque, location plan, site plan to include identification of a pedestrian route from the proposed building to the highway, floor plans, elevations plan and HGV tracking plan. This approach would help Slough Borough Council to monitor development progress and make this information available to the public in place of the Planning Register. Meetings will also be held with Slough Borough every 3 months to discuss progress on development undertaken under the SPZ scheme and any future proposals.
- 3.5 When a private service road or roads are proposed as part of an SPZ Notification, the owner or developer will provide an HGV Tracking Plan and visibility splay plan. Furthermore, where the road is to be gated, sufficient set back to allow at least 1 HGV to be parked up off the highway shall be provided.
- 3.6 The land shown within the red line on Plan 2 within the SPZ boundary is subject to a planning permission for the development of land, granted on an application or deemed to be granted under Part III of the Act (Control of Development). As such demolition is authorised by this SPZ.
- 3.7 The owner or developer may apply to Slough Borough Council for the Certificate of Lawful Use or Development under Section 192 of the Town and Country Planning Act 1990, as inserted by Section 10 of the Planning and Compensation Act 1991. There is a fee payable.
- 3.8 Any planning permission granted by the SPZ must be started within ten years of the date of adoption of the SPZ scheme. At the end of the ten year period the SPZ ceases to have effect except for the development that has already commenced (Section 56 of the Town and Country Planning Act 1990 clarifies when development in an SPZ is considered to have commenced). In relation to unfinished schemes, the developer shall provide details of these within 3 months of the expiry of the SPZ. The Local Planning Authority may serve a Completion Notice stating that the planning permission granted by the SPZ will cease to have effect after a further specified period of not less than 12 months.
- 3.9 For avoidance of doubt the term "developer" as used in the SPZ scheme includes any person or organisation that, in the case of a normal planning application, would be referred to as the applicant.

- 3.10 Development permitted under the SPZ scheme is not exempt from enforcement action. If any development fails to comply with the restrictions or conditions set out in the SPZ scheme, Slough Borough Council has the power to instigate enforcement procedures in the normal way.
- 3.11 If a developer or occupier does not wish to comply with the terms of a particular condition laid down in the SPZ scheme they will have to submit a planning application to Slough Borough Council for the proposed development, which will be determined in the normal way.
- 3.12 Slough Borough Council will charge a fee, payable on the submission of a notification seeking confirmation that a proposed development accords with the SPZ scheme.

Part 4 Informatives

- 4.1 In addition to Slough Borough Council, there are a range of statutory undertakers and other agencies that place requirements and publish guidance with respect to new development. It is the responsibility of individual developers or occupiers to ensure that they consult with statutory undertakers and other relevant organisations prior to the commencement of development. All development permitted under the SPZ Scheme should therefore take into account the following informatives:
- i) Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended) a change of use from a Class B1(b) and/or B1(c) use permitted by this SPZ to a primary use within Class B1(a) shall not be permitted. Ancillary Class B1(a) uses are, however permitted.
 - ii) Development (including any alterations to existing buildings and parking facilities) shall be suitable for use by people with disabilities, designed in accordance with Building Regulations and Slough Borough Council's parking standards current at the time of development.
 - iii) The granting of the SPZ consent does not prevent the Borough council from taking action under Environmental Health Legislation against activities resulting in noise, smoke, odours, smells, dust, grit or litter. Action can also be taken under other environmental legislation where infringements occur.
 - iv) If geotechnical investigation indicates the presence of significant contamination the developer should contact the Environment Agency (or their successors) at the current address.

Red Kite House
Howbery Park
Crowmarsh Gifford
Oxfordshire
OX10 8BD
 - v) It is an offence to cause or knowingly permit any poisonous, noxious or polluting matter to enter groundwater or surface water, (Environment Permitting Regulations, 2010).
 - vi) In order to comply with the requirements of the Environment Agency (or their successors) development within the Trading Estate under the SPZ Scheme shall not result in:
 - a) Any increase in surface water discharge from the Trading Estate increasing peak flood discharge within the "main river" section of the Chalvey Ditch.
- And
- b) Any site that has had previous industrial use shall be subject to a detailed site investigation prior to redevelopment to establish whether the site is contaminated; to assess the degree and nature of any contamination present, and to determine its potential for pollution of the water environment The method and extent of this investigation shall be agreed with the Environmental Agency in advance, and details of appropriate measures to prevent pollution of groundwater and surface water, including provisions for monitoring, shall be approved in writing by the Environment Agency before development commences. The development shall then proceed in strict accordance with the measures approved.
 - vii) Pursuant to the Land Drainage Act (1991) and the Environment Agency's Land Drainage Bylaws (1981), details of the following should be submitted for consideration by the Environment Agency (or their successors) prior to commencement of work.

- | | |
|--|--|
| <p>a) Any works affecting the bed, banks or bow of the Chalvey Ditch and Salt Hill Stream including details of any outfall structures discharging into the water course (Section 23, Land Drainage Act 1991).</p> <p>b) Details of any proposed culverts of control structures affecting the bed, banks or bow of non main rivers should be submitted to Slough Borough Council as the Lead Local Flood Authority (Flood and Water Management Act (2010) para.32-34 and Land Drainage Act 1991 Schedule 2 Section 23 (as amended)).</p> <p>c) The erection of any fence, post, pylon, wall or any other building or structure within 8 metres measured horizontally from the foot of any bank of the Chalvey Ditch on the landward side or, where there is no such bank within 8 metres measured horizontally from the top edge of the batter enclosing the river, (Bylaw 4, Land Drainage Bylaws 1981).</p> | <p>xi) No drainage soakaways should be constructed within 5 metres of Network Rail's property.</p> <p>xii) Developers must ensure that no pollution of Network Rail's property occurs.</p> <p>xiii) If not already in place, the Developer/ applicant must provide at their expense a suitable trespass proof fence (of at least 1.8m in height) adjacent to Network Rail's boundary and make provision for its future maintenance and renewal without encroachment upon Network Rail land. Network Rail's existing fencing/wall must not be removed or damaged and at no point either during construction or after works are completed on site should the foundations of the fencing or wall or any embankment therein be damaged, undermined or compromised in any way. Any vegetation on Network Rail land and within Network Rail's boundary must also not be disturbed.</p> <p>xiv) No work should be carried out on the development site that may endanger the safe operation of the railway or the stability of Network Rail's structures and adjoining land. In particular, the demolition of buildings or other structures must be carried out in accordance with an agreed method statement. Care must be taken to ensure that no debris or other materials can fall onto Network Rail land. In view of the close proximity of these proposed works to the railway boundary the developer should contact Network Rail email AssetProtectionWestern@networkrail.co.uk before works begin.</p> <p>xv) It is recommended that all buildings be situated at least 2 metres from the boundary fence, to allow construction and any future maintenance work to be carried out without involving entry onto Network Rail's infrastructure. Where trees exist on Network Rail land the design of foundations close to the boundary must take into account the effects of root penetration in accordance with the Building Research Establishment's guidelines.</p> |
| <p>viii) Where piled foundations are to be used, the developer will undertake the relevant risk assessment to ensure that groundwater is not at risk from pollution.</p> | |
| <p>ix) Any access required onto land owned by Network Rail (or their successors) should be the subject of prior application to the Asset Protection Manager at the current address:

Network Rail
First Floor
Templepoint
Redcliffe Way
Bristol
BS1 6NL</p> | |
| <p>x) No drainage/surface water must be discharged onto Network Rail's property or into any of Network Rail's existing drainage systems except by prior agreement with Network Rail's Property Manager.</p> | |

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| <p>xvi) If any development includes amenity areas, garage blocks, open spaces, areas which will be open to the public/children/animals, the developer is strongly advised to provide as minimum 1.8 metre high concrete post and weldmesh fence alongside the railway</p> <p>xvii) It would be advisable to construct a steel vehicle barrier next to the line side fencing; adjacent to all roads, turning circles and parking areas where the railway is situated at or below the level of the development site.</p> <p>xviii) All plant to be positioned in such a way that, in the event of failure, it will not encroach or fall nearer than 1 metre from the nearest running railway track. However, should this be unavoidable, Network Rail's Property Manager would require at least 3 months notice prior to the commencement of such works to enable the arrangement of any necessary protection.</p> <p>xix) Full details of any external lighting schemes should be submitted to Network Rail's Property Manager for prior approval, so as to ensure these do not interfere with Network Rail's own signalling equipment.</p> <p>xx) Details of any planting schemes should be sent to Network Rail's Property Manager for comment. No trees or climbing shrubs should be planted in such a way that they could create a nuisance to the Railway due to falling leaves or penetration of roots, or by providing a means of gaining access to the Railway or on reaching their mature height could fall within 3 metres of Network Rail's nearest running rail, building, or structure. The planting of broad leaved trees or any form of broad leaved planting, in the landscaping of areas adjacent to the railway should be particularly avoided.</p> | <p>xxi) Thames Water Utilities (or their successors) should be contacted on all developments proposed for the estate, at the current address:

Thames Water Utilities
Development Control
Asset Investment Unit
Maple Lodge
Denham Way
Rickmansworth
Hertfordshire WD3 9SQ</p> <p>xxii) Within 12 months of Practical Completion of an SPZ scheme, details of any drainage connections that have been agreed with Thames Water (or their successors) must be provided to the local planning authority.</p> <p>xxiii) Surface water drainage design for SPZ developments will manage the surface water run-off they generate for storm events up to and including the 1 in 100 year + 20% event within the plot boundary before discharging to the existing sewer system within the Trading Estate at a restricted rate. Where practicable SuDS utilising infiltration drainage will be implemented in addition to provision of attenuation measures to maximise source control measures and reduce the discharge rate and volume to the sewer system. Discharge rates will be at least equal the existing brownfield level or where practical a betterment will be achieved reducing the run-off rate to as close to the greenfield rate as possible.</p> <p>xxiv) When the new SuDS Approval body (SAB) is created under Schedule 3 of the Flood and Water Management Act no work, with the exception of demolition and/or remediation, will commence on-site until SAB consent is obtained for the proposed surface water drainage scheme.</p> |
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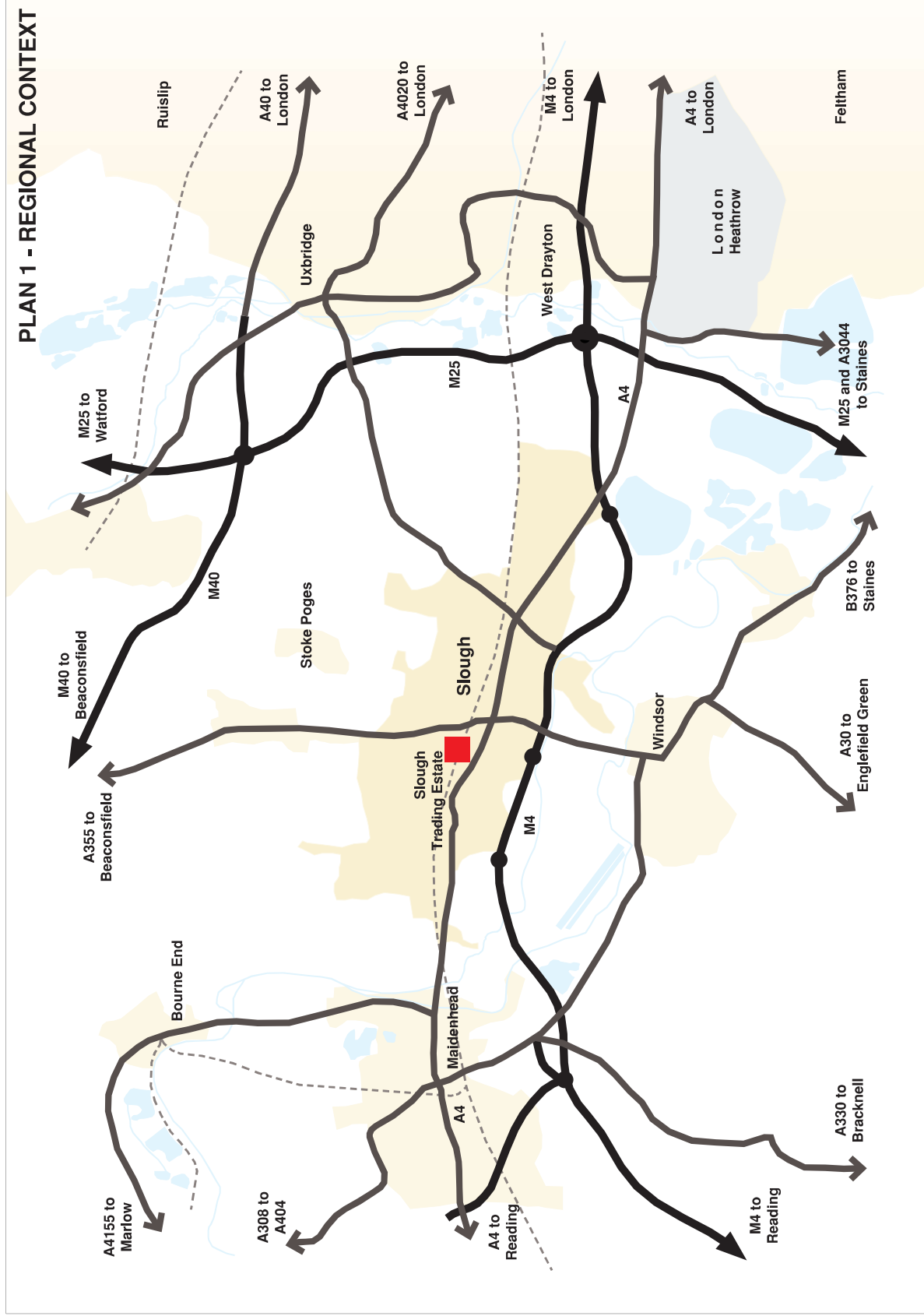
- xxv) Surface water should be drained to soakaways wherever possible, and in any case no additional impermeable areas will be allowed to connect into surface water sewers unless satisfactory on-site balancing provisions have been agreed. Soakaways should not penetrate the water table or exceed 3 metres in depth below existing ground level unless in a form approved by the Environment Agency. No soakaway should be constructed in contaminated ground.
- xxvi) The developer will be prohibited from building over or close to an existing public sewer unless a satisfactory diversion can be achieved. There are exceptions for very small developments over some minor sewers.
- xxvii) Any industrial process resulting in the discharge of trade effluent to the public foul sewer will require a Trade Effluent Consent from Thames Water Utilities (or their successors).
- xxviii) Surface level car parks with 30 or more spaces shall drain via an approved oil interceptor. Permeable surfaces may be an acceptable solution in certain circumstances to facilitate drainage as an alternative to an approved oil interceptor.
- xxix) Covered car parks shall drain to the foul sewer via an interceptor.
- xxx) Any above ground fuel storage tank(s) or chemical storage tank(s) shall be sited on an impervious base and surrounded by bund walls. No drainage outlet should be provided. The bunded area should be capable of retaining at least 110% of the volume of the tanks and any spillages from fill or draw pipes. All fill pipes and sight gauges should be enclosed within its curtilage. The vent pipe should be directed downwards into the bund. Guidelines are available from the Environment Agency. Details of the containment system are to be submitted to and approved in writing by the Local Planning Authority prior to commencement of the development.
- xxxii) The developer shall where possible re-use and recycle waste, including materials and waste arising from demolition; minimise the pollution potential of unavoidable waste; and dispose of unavoidable waste in an environmentally acceptable manner.
- xxxiii) Occupiers will be encouraged to reuse and recycle materials where possible.
- xxxiiii) Any hazardous waste generated during the demolition or construction process should be removed and disposed of in accordance with the relevant Hazardous Waste Regulations.
- xxxv) Prior notification of demolition is not required. Where demolition of an existing building is planned, all redundant drains shall be grubbed up or sealed to prevent rodents gaining access to the public sewers.
- xxxvi) No landscaping will be permitted on the public highway verges except under licence issued in accordance with the Highways Act 1980. Any landscaping proposed on the adopted highway will be subject to the Borough council granting a licence under Section 142 of the Highway Act.
- xxxvii) An environmental guidance note is included in Appendix 3 to assist developers in curbing any potential detrimental effects upon the environment.
- xxxviii) The construction details of access to an adopted highway, or highway that the developer proposes for adoption, should be in accordance with standard details current at the time of development provided by the Head of Highways. No work should be undertaken on the public highway without his or her permission.
- xxxix) All development should take account of the provisions contained within Circular 01/03 with regard to the height restrictions on tall buildings within aircraft flight paths.

- xxxvix) The Environment Agency (or the relevant waste regulation authority) should be contacted by the developer with regards to all development which falls within the provisions included within Schedule 5(y) of the Town and Country Planning (Development Management Procedure) (England) Order (2010) which deals with development on or within 250m of landfill sites.
- xxxx) All development is expected to take into account the provisions of Section 17 of the Crime and Disorder Act 1998 regarding surveillance, structure, ownership, access and movement, physical protection, activity, adaptability, and management and maintenance, as well as current Government policy on these matters.
- xxxixi) All new development permitted by the SPZ must comply with Building Regulations including the requirements of Part L, which set out the requirements with respect to the conservation of fuel and power.
- xxxixii) The contact addresses listed were correct at the time of adoption. These may be subject to change during the period of operation of the SPZ and consequently it is the responsibility of the developer to check that the addresses are still correct and if not, obtain the new contact details for the relevant body.
- xxxixiii) All adopted roads and junction alterations to adopted roads require Road Safety Audits (Stages 1, 2, and 3) to be carried out in accordance with the Highways Authority's requirements.
- xxxixiv) If a previously permitted SPZ building is lost through an insured risk, meaning:
- fire, lightning, earthquake, subsidence, heave, landslip, explosion, terrorism, aircraft, riot, storm, tempest, flood, burst pipes, malicious damage and impact damage;
- it can be re-built to its pre-existing height, notwithstanding the heights specified elsewhere in this SPZ.
- xxxixv) SEGRO commissioned an assessment of the potential for finding archaeological remains across the Trading Estate; that concluded (i) the areas in Plan 4 would require further investigation prior to their redevelopment, as per condition 47, and (ii) outside of these areas SPZ developments will not require further investigation due to historic severe and widespread below ground disturbance.
- The assessment was carried out in 2013 and 2014 to support the renewal of the SPZ and considered past development and redevelopment in order to inform a model of archaeological survival. It included information from previous programmes of archaeological trenching at 260-266 Bath Road and the Leigh Road Commercial Core Area (LRCC2), and further archaeological trenching elsewhere on the estate in March and April 2014.

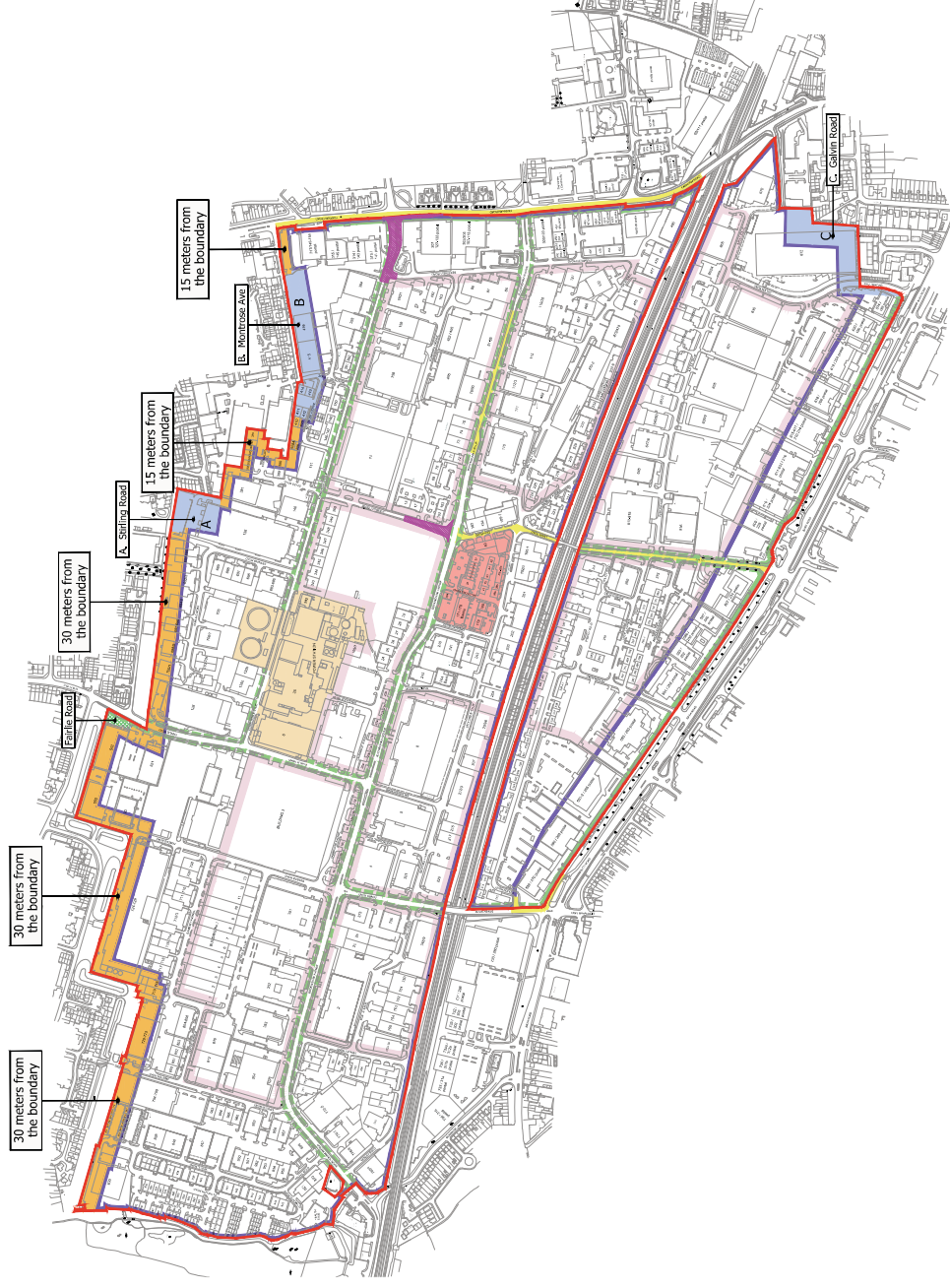
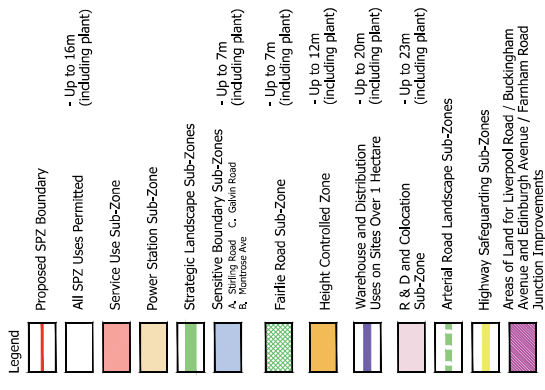
Plans

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| Plan 1 | Slough Trading Estate SPZ - regional context |
| Plan 2 | Adopted SPZ boundary and zonings |
| Plan 3 | Location of CCTV cameras |
| Plan 4 | Archaeology Written Scheme of Investigation (WSI) locations |

PLAN 1 - REGIONAL CONTEXT

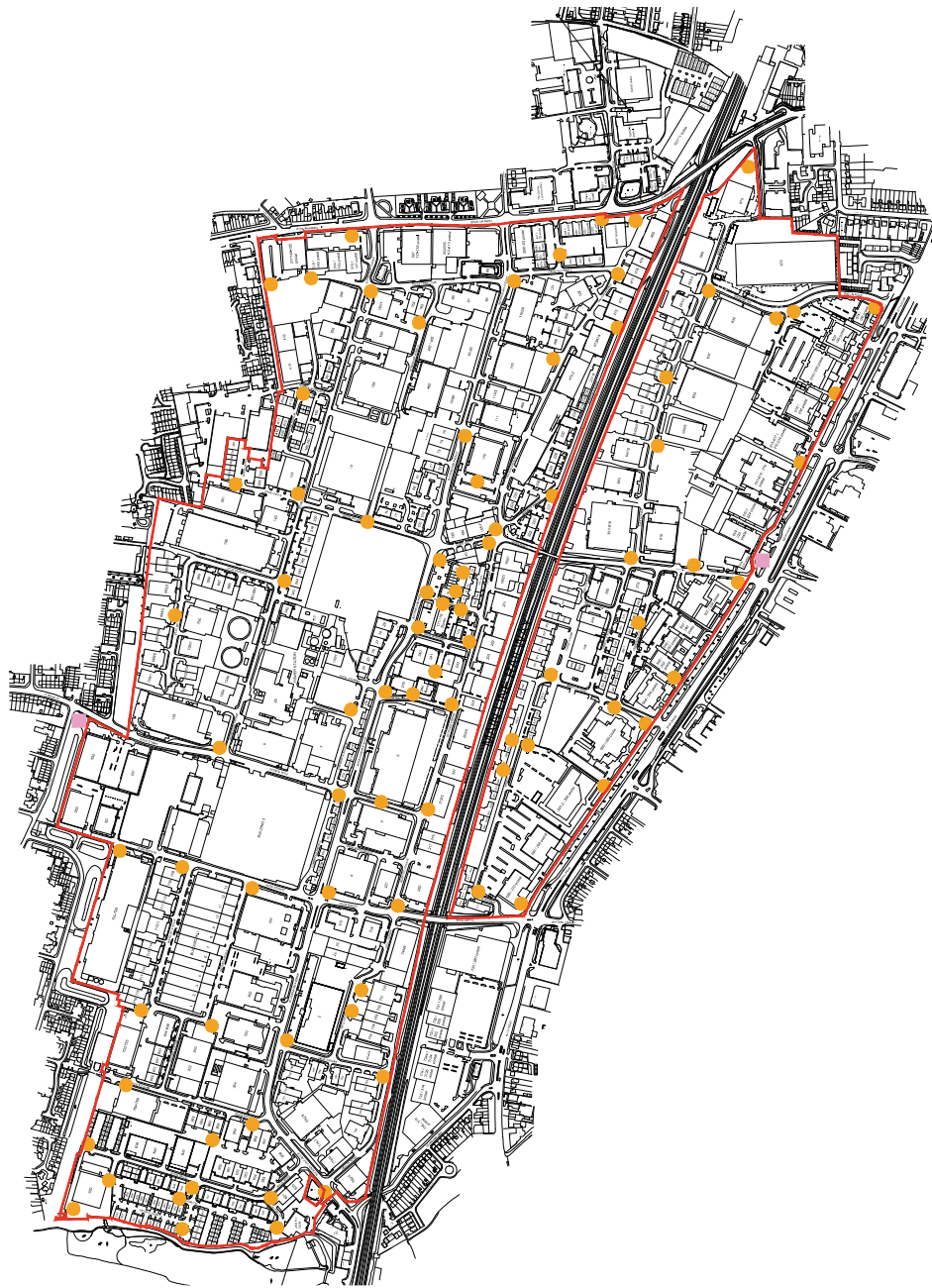
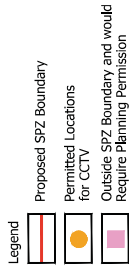


Plan 2 - SPZ Plan



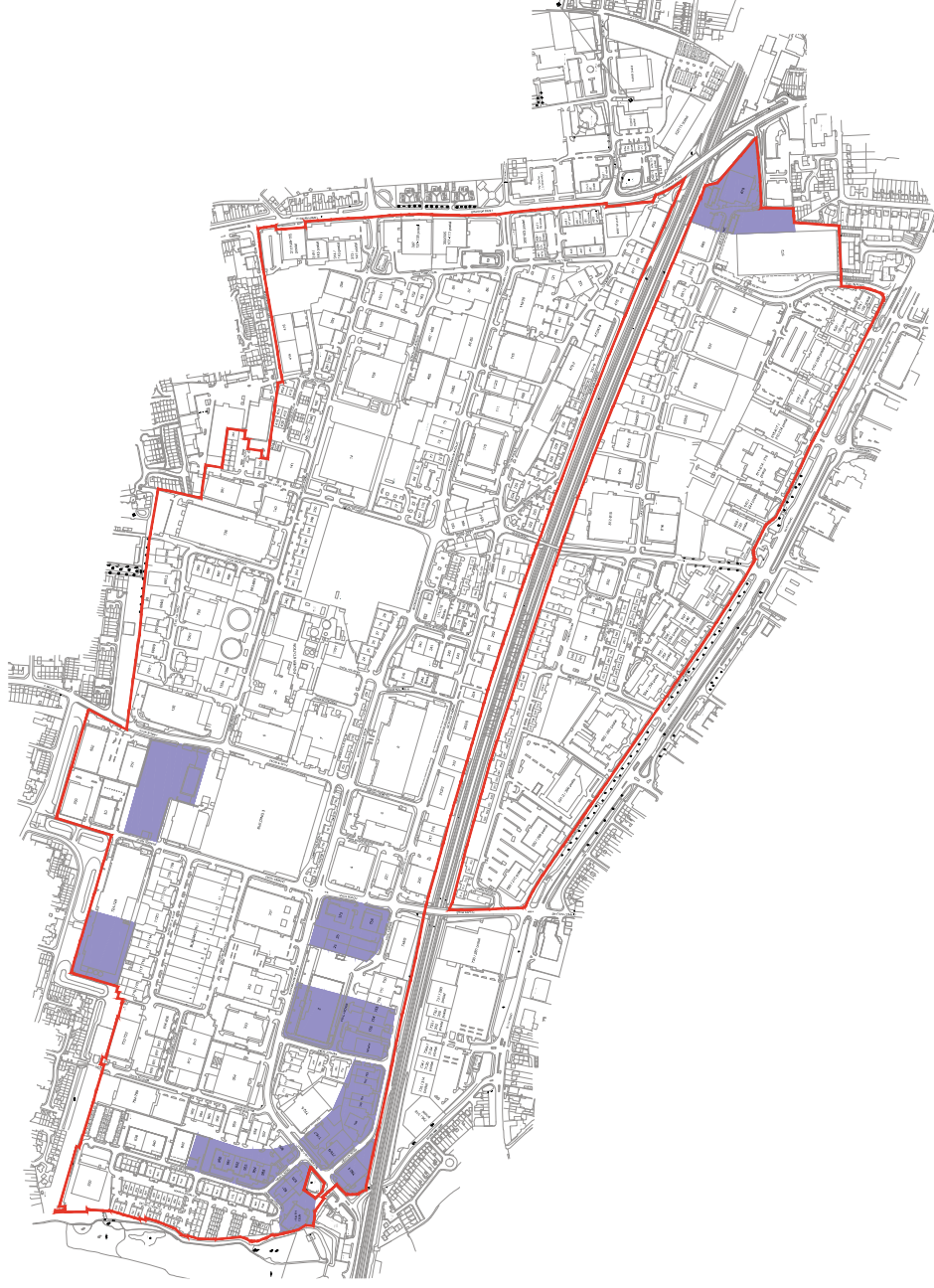
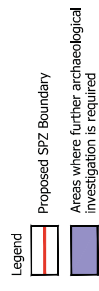
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Plan 3 - Location of CCTV Cameras



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Plan 4 - Archaeology WSI Locations



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Appendices

- Appendix 1 Guidance note on Landscaping matters
- Appendix 2 Environmental Health Considerations
- Appendix 3 CCTV
- Appendix 4 Planning Obligations (S106)
- Appendix 5 Travel Plans
- Appendix 6 Advisory freight routes

Guidance note on Landscaping matters

Landscaping Sub-Zones

There are three Landscape Sub-Zones in the SPZ to which the following advice applies. These are described below and delineated by their road frontages, and shown on Plan 2:

- A) Strategic Landscape Sub-Zones
- i) Bath Road (A4) north side
 - ii) Farnham Road (A355) west side

These roads are at the boundary of the SPZ, the Farnham Road fronts the district centre, and the Bath Road is characterized by large detached offices set within their own areas of landscaping including open grass, and fronted by the tree lined boulevard. It is considered that commercial imperatives will ensure the landscaping style here is maintained in future developments.

- B) Arterial Road Landscape Sub-Zones
- i) Buckingham Avenue
 - ii) Dover Road
 - iii) Edinburgh Road
 - iv) Fairlie Road
 - v) Leigh Road
 - vi) Liverpool Road

These are characterized as the main roads through the estate, and are the areas where taller buildings up to 23m are likely to be located. They are also the areas identified in the Master Plan for boulevard planting, providing the opportunity for a strong linear feature.

High quality landscaping, including semi mature trees and a mix of at least two elements of shrubs, hedges and grass will be provided on all plots redeveloped under the SPZ, independent of height. This will deliver a consistency in the appearance of the landscaping and help to soften oblique views of adjoining sites which may contain tall buildings.

- C) Non-Arterial Roads All remaining development areas which have a frontage onto an estate road

These form the majority of the estate, providing a range of buildings and settings that is evolving as the trading estate is being modernised. Landscaping here can relate to the height of buildings and adjoining industrial character. Shorter buildings will not require such a depth or height element but should still seek to continue the landscaping themes elsewhere on the estate.

Introduction

The importance of green or soft landscaping for the setting and screening of buildings and streetscape amenity are well understood. Careful planting can help define public and private areas, bring interest throughout the seasons and give distinctive character to an area. Well designed and maintained green space can soften the impact of urban buildings, encourage people to walk or cycle, and provide natural drainage and attenuation to reduce short term surface water flooding.

Green landscaping can add economic value, because it adds quality to a development, and improves the local environment for its users. Shrubs

and hedges add interest and depth, and can act as a natural security barrier. Trees provide shade in summer and deciduous varieties allow light in winter. They help clean the air and identify important spaces, for example when planted in boulevards.

This note is intended to provide more detail on landscaping across the SPZ, but avoids being over prescriptive as per the principle of the SPZ scheme as a planning tool. This is because for example (i) best practice will reasonably evolve over the lifetime of the SPZ (ii) developments built out under it need to deliver land and cost - effective layouts and (iii) each site will have its own constraints and client requirements.

Planning considerations

The benefits of appropriate landscaping are recognized in the NPPF as part of good design, and Slough Core Strategy Policy 8, which requires that all development provides appropriate landscaping as an integral part of design. Local Plan Saved Policy EN3 establishes the detailed approach in Slough against which planning applications are assessed. SPZ developments should therefore consider the NPPF and be guided by Slough's policies in the design and provision of comprehensive landscaping.

The conditions in the SPZ (no.s 25- 31) require a minimum of 6% landscaping on each site and establish a hierarchy of landscaping provisions. These focus on 'signposting' different areas, and/or addressing the impact on the street scene of varying building heights by considering both the location on the estate (in one of three zones) and the height of building proposed (ranging from under 12m to up to 23m).

Building Heights

The SPZ permits a default maximum height of 16m with increased heights in the central area on larger plots away from residential areas of up to 20 and up to 23m, and in adjoining residential areas reduced building heights of 7 and 12m.

It is considered that in townscape terms it is possible to accommodate taller buildings in parts of the Trading Estate, especially in the area close to the Power Station. The SPZ is unable to control detailed design, appearance or spacing however it is important that, along with being set back from the footway, they are set within consistent and effective landscaping to mitigate any impact on the street scene.

Landscaping contributing to the 6% minimum should therefore be in sizeable areas appropriate to the height of the building it screens (and not a collection of small ad hoc areas). Some soft landscaping should be provided in front of any security fencing or walls to improve the street level environment for pedestrians and cyclists. Corner plots and return frontages should also give attention to provision of quality landscaping to give a sense of space fitting the trading estate's location out of the town centre. On taller buildings landscaping fronting the highway must include semi-mature trees, and site layouts aim to set these

in deeper landscaping strips that are as continuous as possible along the main road frontage.

Highways considerations

The Highways Act 1980 stipulates that tree, hedge and shrub planting adjacent to any highway must be adequately managed.

Where trees etc. overhang the highway causing danger or obstruct the passage of vehicles or pedestrians or interfere with the view of drivers, the Council may by notice require the danger be removed. The following general conditions relate to the Highway frontages:

- a) Sight lines advised by the Borough Highways Engineer at junctions which allow for the event of traffic signal failure as well as possible interim junction improvements shall not have any form of landscape planting in front of the site lines exceeding 800mm in height.
- b) Landscaping shall not obscure direction signs or obstruct street lighting, bearing in mind that the lighting of many of the service roads relies upon overspill lighting from main road lights.
- c) No trees or large shrub planting (with aggressive root growth) shall be planted within one metre of the back edge of footpaths.
- d) No trees or aggressive rooting shrubs shall be planted over existing statutory undertaker's plant.

Landscape Design Considerations

The services of a qualified landscape designer are to be encouraged with regard to the landscape element of any redevelopment within the SPZ scheme. Designers are encouraged to look at their site as part of a wider area and adopt a style of design which is compatible with the surroundings and reflects an understanding of the character of the area. New landscaping should contribute to improving not only the site itself but enhance the wider environment.

It is necessary to ensure at the outset that landscaping is a fundamental part of the overall cost plan, and that it should not be seen as a softening cosmetic to be added at the end if there are sufficient funds left or, as happens more often, to be cut back if the planned budget is exceeded.

The landscape proposals should be designed in accordance with current best landscape practice and should reflect the buildings use, form, architectural features and local environment to provide a developing and sustainable landscape. Each development site should set aside a minimum of 6 per cent for landscape treatment.

Landscape designs should provide a balance of four distinctive planting elements:

- Shrubs, be they groundcover or specimens
- Hedges, formal or informal
- Trees
- Grass

The balance and relationship between these elements must reflect the 'areas' available to be landscaped - size, proximity to buildings, hard surfaces and the functions the elements are required and desired to perform. Additionally, consideration of the adjoining schemes, as applicable, form and layout should be reflected to provide a structured consistent Landscape Zone road frontage.

Landscape proposals should seek to create a contribution to amenity value throughout the year, and provide interest but avoid creating a security conscious design for pedestrians and cyclists. Design proposals should provide bold structured and maintainable landscape that signpost the main routes and reflects the hierarchy and character of the different areas in the Trading Estate. An example of these is set out in the Master Plan supporting the adopted Site Allocation SSA4 for the trading estate, including the regeneration of the central area around the Leigh Road.

Native indigenous stock is to be encouraged where appropriate and as part of the design process environmental and wildlife benefits for inclusion into the scheme are to be considered.

Statutory Undertakers Services and Plant

Planting in the proximity to services and within service margins is to be limited to grass or inexpensive and non-aggressive rooting ground cover planting. This is to avoid damage to the service plant and to take account that the statutory undertakers may excavate and expose their services at any time.

New service trenches should take care not to sever the roots of trees. Where possible all services

should be placed outside the root spread of existing trees. Where the excavation of trenches close to trees is unavoidable, excavation should be by hand and all major roots greater than 40mm (1.5") in diameter are to be left undamaged.

Placement of services by boring beneath tree roots from pits dug on either side of the tree is to be encouraged to minimize route disturbance.

Planting works within the vicinity of the various statutory services including British Gas, British Telecom and Scottish and Southern Electricity or their successors is, unless otherwise agreed with the appropriate Companies, to be carried out in accordance with the respective company's advice notes such as British Gas Advice Document, PSB 481 10/86 or current legislation such as the Electricity at Works Regulations 1989. The advice contained in the Joint Utilities group publication entitled "Recommendations on the Avoidance of Danger from Underground Electricity Cables" is also to be recommended.

Retention of Existing Trees

Retained trees give an immediate maturity to a new scheme and semi-mature trees are a poor substitute for existing trees as they may not grow for several years after they have been planted.

As part of the design process a review of all existing mature trees should be undertaken in order to retain those possible and incorporate them into new design. Conditions must be provided in order to ensure that the existing trees being retained not only survive but continue to thrive. This includes preventing damage to roots and over pruning the crown.

It is essential to record the ground levels at the base of every important tree to be retained to ensure that these levels are maintained in the new layout. Where changes in levels are unavoidable, it may be possible to maintain the original levels and water table by the careful use of revetments or retaining walls/structures.

Replacing Mature Trees

In addition to new landscaping initiated by redevelopment, a programme of planned replacement of mature trees over a gradual period of a number of years is to be encouraged and seen as an overall improvement of the Slough Trading Estate.

Careful thought must be given to the tree species to be used for replacement bearing in mind disease resistance, maintenance, changes in surrounding design layout, locality, space to grow etc.

New Trees

New tree planting should be appropriate to the design and height of the building and Sub-zone. Ample room should be allowed for trees to grow and spread naturally.

The selection of trees species to be planted within an area should be considered in light of proximity of buildings, hard surfaces, services and any other feature or aspect that would detrimentally effect the long-term establishment and development of the tree.

Planting centres should be such that a balance is maintained in providing initial presence and the tree's eventual maturity. Densities of the group, avenue, and single specimens should be such that they reflect with the overall schemes intent and requirement, noting the Zones frontage and the adoption and agreement of particular species along the roads and avenues of the estate.

Native trees are preferred on strategic and all arterial frontages. In general, it is advisable not to plant large growing species such as Oak, Ash, Poplar or similar within 5m of any building and greater distances will usually be advisable. However, trees such as certain species of Lime and Sycamore which drop a resinous gum on to the roofs of cars must be avoided. Variegated or purple leaved trees should be avoided on arterial frontages and have only limited use within the design on non-strategic or arterial areas of a scheme, and should be used sparingly.

Consideration should be given to loss of sight to major windows in adjacent buildings when positioning new trees within the landscaping scheme. Trees of moderate growth rate and ultimate size such as Birch, Rowan and Whitebeam can be grown close to buildings with little risk of damage to modern foundations.

Incorporation of trees within car parking areas where appropriate is to be encouraged to visually soften the impact of large expanses of parked cars on the general amenity of development sites. Trees are to be planted within lines or groups in borders to divide up rows of car parking. The species chosen must be vigorous, tolerant of fumes and dry

conditions and ideally have a spreading habit which gives good shade.

Maintenance

The landscape planting must be maintained free of competing weed growth until there is adequate cover from both the trees and shrubs/groundcover plants.

As an aid to good management, it is recommended that after completion of planting operations, all tree pits in grass areas and planted borders are mulched with a good quality pulverised bark mulch to an average depth of 40 - 50mm.

The maintenance of new tree planting should include the adequate staking and support of the trees during the establishment period and regular inspection to diagnose possible problems and carry out appropriate remedial works.

Any planting elements of the scheme that fail due to vandalism, poor maintenance or natural causes, must be replaced ideally with the same plant species or that more suited to the evolving site conditions. Such works should be programmed for the next available autumn/spring planting season.

Design Standards

It is recommended that all landscape materials and works to be undertaken shall be to the reasonable satisfaction of a qualified landscape designer appointed for each redevelopment site. It is considered reasonable to expect that good Horticultural Practice will be adopted and that all relevant British Standards, European Standards and Codes of Practice are adhered to.

These include the following British Standard recommendations

Reference number and title:

- EN ISO 11091:1999 Construction drawings; Landscape drawing practice
- 3882:2007 Specification for topsoil and requirements for use
- 3936 Part 1: 1992 Specification for Trees and Shrubs
- 3936 Part 2: 1990 Specification for Roses
- 3936 Part 7: 1989 Specification for Bedding Plants
- 3936 Part 9:1998 Specification for Bulbs, Corms and Tubers

- 3936 Part 10:1990 Specification for Ground Cover Plants
- 3969:1998 Recommendations for Turf for General Purposes
- 3998:2010 Recommendations for Tree Works
- 4043: 1989 Recommendations for Transplanting Root-Balled Trees
- 4428: 1989 Code of Practice for General Landscape Operations (excluding hard surfaces)
- 5837:2012 Trees in relation to design, demolition and construction.

Environmental Health Considerations

These are the Environmental Health issues the Local Planning Authority would expect developers to consider when drawing up individual schemes. It is within the best interests of developers to confer with the Borough Council's Environmental Health Division over environmental matters, if in doubt. This may avoid the need for remedial action at a later stage.

Class A1 (such as shops) and Class A3 (Food and Drink)

Environmental Issues to consider:

- Noise from plant/machinery, eg. ventilation systems, refrigeration plant etc.
- Odours from cooking, food preparation, chemicals and solvents, products, materials, refuse.
- Refuse storage and collection arrangements.
- Food safety and hygiene issues, particularly where food is prepared.
- Health and safety issues. (Generally only if obvious, such as lack of sanitary provision).

Class A2 Financial and Professional Services

No specific considerations.

Class B1(b) (Research and Development) and Class B1(c) (Light Industry)

Environmental Issues to consider:

- Noise from plant/machinery, eg. ventilation systems, refrigeration plant, etc.
- Refuse storage and collection arrangements.
- Health and safety issues. (Generally only if obvious, such as lack of sanitary provision).

Class B2 (General Industry)

Environmental Issues to consider:

- Noise from plant and machinery, internal and external.
- Insulation/layout/positioning of building from noise/fumes viewpoint.

- Noise and air pollution emissions from ventilation and arrestment plant, eg. position, height of chimneys and flues.
- Emissions from products, materials, storage and handling including noise from forklift trucks.
- Food safety and hygiene issues, eg. canteens and food preparation.
- Impact of the Development on the environment.
- Concern if there is an adjacent, significant "bad neighbour" use, eg. existing foundry next to proposed food manufacturing.

Class B8 (Storage and Distribution)

Generally, comments as relevant for General Industry (Class B2) as above.

Sui Generis - Colocation

The electronic storage receipt and transmission of data and information including (but not exclusively) Internet Service Provision, web hosting, disaster recovery and other server farm operations.

Useful websites:

<https://www.slough.gov.uk/business/environmental-health/registering-a-food-business.aspx>

Food safety agency, www.food.gov.uk

HSE website, www.hse.gov.uk

Closed Circuit Television Cameras (CCTV)

The SPZ permits the installation of CCTV in accordance with condition 45 and 46. Plan 3 identifies 86 permitted locations for free standing CCTV within the curtilage of the SPZ.

CCTV serves an important function for security and reducing the fear of crime, but they can also impinge on residential amenity or people's sense of privacy.

The installation, alteration or replacement on a building of CCTV to be used for security purposes is permitted development (subject to limitations) under Part 33 of the General Permitted Development Order 1995. Those installed meeting this requirement are therefore permitted across the Estate including beyond the SPZ area.

All other forms of installation, such as CCTV cameras on freestanding columns would therefore normally require planning permission in order that issues of amenity and crime could be addressed.

SEGRO as landowner are responsible for the maintenance and operation of their CCTV, and where public areas are under surveillance SEGRO will apply the 'Surveillance Camera Code of Practice' (published by the Home Office in June 2013), or its successor.

The Code of Practice was issued by the Secretary of State under Section 30 of the Protection of Freedoms Act 2012, and provides guidance on the appropriate and effective use of surveillance camera systems (paragraph 1.2) to ensure that individuals and wider communities have confidence that surveillance cameras are deployed to protect and support them (paragraph 1.5) and ensure there is no infringement of privacy. It includes the following guiding principles (paragraph 2.6).

Guiding Principles

System operators should adopt the following 12 guiding principles:

1. Use of a surveillance camera system must always be for a specified purpose which is in pursuit of a legitimate aim and necessary to meet an identified pressing need.
2. The use of a surveillance camera system must take into account its effect on individuals and their privacy, with regular reviews to ensure its use remains justified.
3. There must be as much transparency in the use of a surveillance camera system as possible, including a published contact point for access to information and complaints.
4. There must be clear responsibility and accountability for all surveillance camera system activities including images and information collected, held and used.
5. Clear rules, policies and procedures must be in place before a surveillance camera system is used, and these must be communicated to all who need to comply with them.
6. No more images and information should be stored than that which is strictly required for the stated purpose of a surveillance camera system, and such images and information should be deleted once their purposes have been discharged.
7. Access to retained images and information should be restricted and there must be clearly defined rules on who can gain access and for what purpose such access is granted; the disclosure of images and information should only take place when it is necessary for such a purpose or for law enforcement purposes.
8. Surveillance camera system operators should consider any approved operational, technical and competency standards relevant to a system and its purpose and work to meet and maintain those standards.

9. Surveillance camera system images and information should be subject to appropriate security measures to safeguard against unauthorised access and use.
10. There should be effective review and audit mechanisms to ensure legal requirements, policies and standards are complied with in practice, and regular reports should be published.
11. When the use of a surveillance camera system is in pursuit of a legitimate aim, and there is a pressing need for its use, it should then be used in the most effective way to support public safety and law enforcement with the aim of processing images and information of evidential value.
12. Any information used to support a surveillance camera system which compares against a reference database for matching purposes should be accurate and kept up to date.

The S106 Legal Agreement

It is recognised that development built out under the SPZ will have associated impacts that require mitigation via a S106 legal agreement. This section summarises the commitments SEGRO have made to address these issues.

It is considered that the proposed measures meet the three tests for planning obligations to ensure they are reasonable. These are that they are:

- necessary to make the development acceptable in planning terms
- directly related to the development
- fairly and reasonably related in scale and kind to the development

Skills Training and Education Centre - Aspire

The Aspire project is intended to help young people and the local community to develop the confidence and skills to take advantage of a rapidly changing employment market and ensure that employees have access to a talented and productive local workforce. It currently operates out of its own centre on Edinburgh Avenue.

The scheme has been developed by SEGRO in partnership with other employers on the Trading Estate and although not solely supported by the SPZ S106 legal agreement, SEGRO are committed to the on-going support and management of it over the course of the SPZ.

Transport Strategy

SEGRO have proposed a wide variety of transport measures that will be carried forward in the new SPZ that seek to improve travel to and across the estate through providing alternatives to single occupancy car trips.

Car Parking Cap

Development Plan policies require that there should be no overall increase in the total number of parking spaces on the Trading Estate. The SPZ applies minimum and maximum parking standards for the different type of development but these do not seek to control the overall number of parking spaces.

The S106 legal agreement makes provision to monitor the net increase or decrease in parking for defined planning permissions within a defined area on an annual basis to ensure the Councils policy is implemented.

Sustainable transport measures

The range of measures SEGRO are providing are set out in the estate wide 'Umbrella' travel plan (in Schedule 4 of the S106 legal agreement) available from SEGRO on request. The table below is extracted from that for convenience with more information about the requirements for Occupier Travel Plans set out here in Appendix 5.

The table below summaries the measures the Umbrella Travel Plan and S106 will deliver.

Source: SEGRO Section 106 legal agreement, Schedule 4, Umbrella Travel Plan, Chapter 9, Action Plan Table 10-1

	Measure	Timescales	Roles and Responsibility
1	Ensure lighting on private roads within the Trading Estate is maintained, replaced and upgraded, as appropriate	Ongoing	Slough Trading Estate Limited (STEL)
2	Ensure that maintenance of landscaping fronting footways is undertaken	Ongoing	STEL
3	Supporting Slough Borough Council's proposals to improve way-finding on the Trading Estate	End of 2016	STEL
4	Maintain the support for Business Watch and Security provided across the Trading Estate	Ongoing	STEL
5	Implement and maintain further cycle parking at appropriate locations, both in highway land and on plot	End of 2016 Buckingham Centre/as appropriate	STEL

Source: SEGRO Section 106 legal agreement, Schedule 4, Umbrella Travel Plan, Chapter 9, Action Plan Table 10-1

	Measure	Timescales	Roles and Responsibility
6	Provide showers and changing facilities to the agreed thresholds	Prior to occupation	STEL
7	Provide cycle parking with new SPZ schemes to SBC standards	Prior to occupation	STEL
8	Extend the CCTV coverage on the route to Burnham Station as a part of the Business Watch CCTV network	By end of 2019 to co-ordinate with CrossRail	STEL
9	Slough cycle hire - the developer would cover the cost of supplying up to 5 registration cards for every new occupier for the cycle hire scheme (with hire costs to be met by the occupier)	On occupation	STEL
10	Free provision of some bike equipment, such as cycling helmets, locks, high visibility kit, etc (details of the quantity to be considered further) to be issued to cyclists at travel event	At annual travel event	STEL
11	Bike doctor - to be provided at the travel event	At annual travel event	STEL
12	Contribute to improvements to access to Burnham Station (as identified in the Section 106)	Upon a scheme being identified by SBC and as set out in Section 106	STEL/SBC
13	Promote access to the Trading Estate by all modes on the website and other promotional material	On-going, review annually.	STEL
14	Extension of the time period of the existing financial support either for the existing Hoppa bus service on Buckingham Avenue, or an alternative equivalent cost service to link between the Trading Estate and rail services (see Section 106)	From November 2014	STEL
15	Hoppa Service - procure and provide a number of free weekly tickets for employees who register their interest at the travel event	At annual travel event	STEL/First
16	Provision of priority car sharing car parking bays on suitable sites	With new SPZ schemes	STEL
17	Contribute to the Slough Car Share (or equivalent in the future) car sharing system for use by employees of the Trading Estate	As per Section 106	STEL/SBC
18	Incentives for car sharing registration. A prize draw or similar to encourage registration for car sharing scheme at the annual travel event	At annual travel event	STEL
19	Facilitate occupier engagement through annual business breakfast and quarterly magazine, as appropriate	On-going	STEL/SBC
20	Provide cycle training, as appropriate and dependant on demand	On-going, offer annually and promote at travel event	STEL
21	Provide incentives to support the introduction of new measures, as appropriate	As appropriate	STEL
22	To hold a travel event at the Buckingham Centre, Aspire Centre or similar venue (jointly with SBC) with STEL providing promotional material, staff time and a location for the event	Annually	STEL/SBC
23	Personalised travel planning (PTP) STEL will provide a number of 'credits' per year for new developments for use of the on-line scheme (e.g. for Liftshare's My PTP)	On-going, as appropriate upon occupation	STEL
24	In liaison with SBC raise awareness of road safety issues with employers and employees across the estate (e.g. promoting safety initiatives at the annual event or through articles in the trading estate newsletter)	On-going, at annual travel event	STEL / SBC
25	Promote the advisory Freight Routes to Employers	With new SPZ, at annual travel event	

Travel Plans

Introduction

Travel Planning is a way to enable employees, employers and visitors to travel as efficiently and sustainably as possible, especially through facilitating alternatives to private car use. Slough Borough Council requires Travel Plans for some types of developments where they exceed a certain size, because of the additional journeys they will generate.

The Travel Plan for the SPZ is known as the 'Umbrella' Travel Plan (UTP). It has been prepared by Slough Trading Estate Limited (STEL) in liaison with Slough Borough Council and covers the whole trading estate within STELs ownership and provides a range of measures for the benefit of all occupiers of the Trading Estate. It will be delivered by STEL and is funded through the Section 106 Agreement linked to this SPZ Scheme.

If an SPZ Development for individual buildings in Use Class B1 (b) or B1(c) exceed 2,500 square metres gross external area, or Use Class B2 exceed 4,000 square metres gross external area or Use Class B8 exceed 5,000 square metres gross external area then the Occupier will be required to produce their own Travel Plan, known as an 'Occupier Travel Plan' (OTP). More details on this are set out in Condition 19, as below.

'An occupier Travel Plan shall be submitted to the Local Planning Authority within 6 months of occupation where an individual building in Use Class B1(b) or B1(c) exceeds 2,500 square metres gross external area, Use Class B2 exceeds 4,000 square metres gross external area or Use Class B8 exceeds 5,000 square metres gross external area. The Travel Plan shall contain the measures set out in Appendix 5 Travel Plans and be carried out and monitored in accordance with the details approved by the Council.'

Where these thresholds are not exceeded, there is no requirement for the occupier to prepare a Travel Plan, however occupiers can draw on the benefits of the Umbrella Travel Plan.

Umbrella Travel Plan (UTP)

The UTP is a living document that supports all SPZ developments, applies across all the SPZ area, and complements Occupier Travel Plans. At the adoption of the SPZ it had the following objectives:

- i. To help encourage employees to travel to and from the Trading Estate by alternative modes to single occupancy car trips;
- ii. To improve the safety of employees and visitors to the Trading Estate;
- iii. To promote the health benefits to employees in relation to walking and cycling; and
- iv. To support the on-going economic success and regeneration of the Trading Estate.

The detail of the UTP is available from the Travel Plan Co-ordinator at STEL

Occupier Travel Plans (OTPs)

The Occupier Travel Plans are intended to deliver the behavioural changes possible at the occupier level, predominantly to employees, and in a way that is consistent with industrial/commercial Travel Planning across the Borough. The OTPs will be implemented, monitored and funded by individual site occupiers. The detail required in the OTPs and their annual monitoring reports is contained within this Appendix.

Implementation of the OTPs will help deliver modal shift and complement the UTP included in the Section 106 Agreement. Assessing compliance of the OTPs and reviewing annual monitoring reports will be carried out by Slough Borough Council, and funded by an annual contribution from SEGRO as detailed in the Section 106 Agreement.

Example Occupier Travel Plan (OTP)

The example OTP included below provides the Slough Borough Council standard format the OTP needs to follow, with details of the suggested content to serve as a template to make it easier for new occupiers to complete. The content of the OTP will need to be tailored to suit the location and operation of the individual company concerned. The measures and action plan should be developed to include other items, as appropriate to the circumstances, which would address the aims and targets of the OTP.

Duty to monitor

Slough Borough Council requires that all Travel Plans are monitored annually in order to support employers (as set out below) to deliver them successfully. For developments built out under the SPZ this includes meeting the target of reducing the number of single occupancy vehicle trips in the five years following occupation. Details of this requirement are set out within Section 4 and 9 of the template below.

Additional Measures

Should the target not be achieved after the fifth year of occupation additional measures will be implemented, as below:

- Review of literature and promotion methods
- Further promotion of SBC cycle hire scheme
- Further promotion of the car sharing scheme covering Slough Trading Estate
- Further promotion of local bus services
- Company attendance at travel events run through the Umbrella Travel Plan
- Provision of (updated) information on bus and train services
- Facilitate the provision of My PTP (or similar) personalised travel planning advice for employees

Slough Borough Council Support for Occupiers

The introduction and implementation of OTPs (where required) will be supported by Slough Borough Council. Slough Borough Council's Travel Plan support may include the following tasks:

- Assessing compliance of new Occupier Travel Plans;
- Assessment of monitoring reports for Occupier Travel Plans;
- Follow-up meetings with the site occupiers to discuss Travel Plan progress;
- Assessment of data submitted to the council as part of the Travel Plan monitoring;
- Review and approval of monitoring reports for new Occupier Travel Plans;
- Commissioning of any relevant measures, as appropriate, under the Occupier Travel Plans;
- Liaison with occupiers / SEGRO in terms of additional measures and to agree revised targets, as required;
- Dealing with any enforcement issues including non-compliance with the Travel Plans, or queries from members of the public relating to this;
- Any other council-related tasks that arise from the Travel Plans and the occupier's compliance with the condition relating to the Travel Plan; and
- Liaison with SEGRO / occupier on Borough Travel Planning initiatives that may be of interest or would directly benefit employees.

For the avoidance of doubt this support does not include the undertaking of any surveys, analysis or other work associated with producing monitoring reports.

More information is available from transportdevelopment@slough.gov.uk requesting the officer for development-related Travel Plans.

**Slough Trading Estate Example of
Occupier
Travel Plan for
Simplified Planning Zone**

Contents

1	<u>Foreword and Introduction</u>
	<u>Foreword</u>
	<u>Introduction</u>
2	<u>Site Characteristics</u>
	<u>Details of Development</u>
	<u>Site Information</u>
	<u>Site Location</u>
	<u>Site Operation</u>
3	<u>Site Accessibility</u>
	<u>Pedestrian Access</u>
	<u>Existing Cycle Facilities</u>
	<u>Public Transport Accessibility</u>
	<u>Rail Transport Links</u>
	<u>Site Access/Egress Points</u>
	<u>Car Parking</u>
	<u>Motorcycle Parking</u>
	<u>Goods and servicing</u>
4	<u>Baseline Travel Information</u>
5	<u>Objectives and Benefits</u>
6	<u>Targets</u>
7	<u>Measures</u>
8	<u>Travel Plan Co-ordinator and Management Support</u>
9	<u>Monitoring and Reporting Strategy</u>
10	<u>Action Plan</u>

Figures

Figure 1: Site Location.....

Tables

Bus Services.....
Car Parking Provision.....
Action Plan.....

Appendices

Appendix A Drawings of the location and layout of the SPZ development
Appendix B Travel Plan Monitoring Template

1 Foreword & Introduction

Foreword

This Travel Plan is written in support of a Simplified Planning Zone (SPZ) compliant development to be occupied by **Company A**. The senior management of **Company A** are committed to supporting the introduction and management of a Travel Plan and support the aims of the plan as set out later in this document. **Company A** recognise the benefit to their staff, the environment and in tackling congestion in Slough by encouraging its employees to travel by alternatives to single car journeys.

Slough Trading Estate Limited own and manage the wider Slough Trading Estate. An Umbrella Travel Plan has been developed that has the aim of introducing measures to encourage alternatives to single occupancy car travel for the wider Trading Estate. The provision of an Occupier Travel Plan is supported by the developer. There are a number of measures within this Umbrella Travel Plan which will complement and be promoted by this Occupier Travel Plan.

The development that **Company A** will occupy will be **[edit as required]**:

- A relocation within Trading Estate
- A relocation from within Slough
- A new company to Slough

Introduction

The Occupier Travel Plan is a second layer of Travel Plan specific to the new SPZ development and the operation of **[Company A]** at the site. The SPZ requires buildings over a given threshold to have specific Travel Plans setting out the way in which the building will be managed and to set out an action plan for the occupier. The motivation for developing the Travel Plan is to help staff to travel in an effective way and to reduce travel by single occupancy car where this is feasible.

Signed

Company A

The type of operations to be undertaken at the building are [edit as required]:

- Research and Development
- Manufacturing
- Industrial
- Warehousing
- Other please specify

The gross external floor space of the proposal is

The number of proposed staff that would be based at the new building is

The shift patterns and operation at the site would be as follows

3 Site Accessibility

Pedestrian Access

Describe the existing pedestrian routes to the site from the following:

Local bus stops [add location]

- walk and cycle distance;
- delays or detours;
- missing infrastructure like footways, bridges, road crossings, lighting; and
- any known obstructions (flooding/overgrown bushes), road safety concerns or personal security issues (fear of crime and assault).

Burnham railway station

- walk and cycle distance;
- delays or detours;
- missing infrastructure like footways, bridges, road crossings, lighting; and
- any known obstructions (flooding/overgrown bushes), road safety concerns or personal security issues (fear of crime and assault).

The Buckingham Centre

- walk and cycle distance;
- delays or detours;
- missing infrastructure like footways, bridges, road crossings, lighting; and
- any known obstructions (flooding/overgrown bushes), road safety concerns or personal security issues (fear of crime and assault).

Local residential areas

- walk and cycle distance;
- delays or detours;
- missing infrastructure like footways, bridges, road crossings, lighting; and
- any known obstructions (flooding/overgrown bushes), road safety concerns or personal security issues (fear of crime and assault).

Existing Cycle Facilities

The following cycle parking facilities are provided at the site:

- cycle parking spaces provided for employees (long-stay)
- cycle parking spaces for visitors (short-stay),

These are provided as [edit as required]:

- Sheffield stands
- Stand-alone cycle store
- Within the new building
- Other

The cycle parking is [edit as required]:

- Undercover,
- In a secure area,
- Covered by CCTV.

The plans in **Appendix A** show the proposed provision of changing and showering facilities.

Public Transport Accessibility

Access to Bus Services

The table below provides details of bus services that operate within 800 metres of the site

Bus Services

Service	Location of bus stops	Service start and destination points	Destinations	Frequency weekday	Frequency Saturday	Service start time	Last service time
75	Bath Road	Maidenhead to Heathrow	Maidenhead – Slough Trading Estate - Slough town centre – Langley – Colnbrook – Heathrow	20-25 minutes	Half hourly	06.05	22.58
76	Bath Road	Cippenham to Heathrow	Cippenham – Slough Trading Estate - Slough town centre – Langley – Colnbrook – Heathrow	20 minutes	Half hourly	06.00	18.27
58	Farnham Road	Britwell Uxbridge to	Britwell, Salt Hill, Slough town centre, Langley, Iver and Uxbridge	Half hourly	Half hourly	05.55	18.42
78	Farnham Road	Heathrow to Britwell	Heathrow, Colnbrook, Slough town centre, Salt Hill and Britwell	Half hourly	Half hourly	04.30	23.46
74	Farnham Road	High Wycombe to Slough	High Wycombe, Loudwater, Beaconsfield, Farnham Common, Farnham Royal, Salt Hill and Slough town centre	Half hourly	Half hourly	06.00	21.39
X74	Farnham Road	High Wycombe to Slough	High Wycombe, Loudwater, Beaconsfield services, Salt Hill and Slough town centre	Half hourly	Hourly	06.55	17.49
583	Farnham Road	Hedgerley Uxbridge to	Hedgerley, Slough town centre, Wexham Park Hospital, Langley Village, Iver, Uxbridge	4 services a day	3 services a day	11.16	16.56
1b	Bestobell Road	Britwell Slough to	Burnham Station, Britwell, Slough Trading Estate, Manor Park, Slough town centre	Half hourly	Half hourly	6.05	19.19
2	Bestobell Road	Burnham Slough to	Burnham, Priory Estate, Slough Trading Estate, Manor Park, Slough town centre	Half hourly	Half hourly	06.41	22.56

[note: the table above would need to be checked as to whether these services are within 800 metres of site and also over time that the service remain operational and details correct over period of SPZ]

Bus Stop Facilities

The local bus stop to the site has the following facilities [edit as required]

- a shelter,
- seats,
- timetable information,
- direct lighting,
- a flag,
- real time passenger information.

Privately Contracted Bus/Minibus Services

There is no subsidised bus service / shuttle bus / work bus provided to the building.

[If this is not the case, detail the areas served and its key destinations, the frequency of services and hours of operation should be stated.]

Rail Transport Links

The closest railway station to the site is Burnham Station that can be accessed as follows

- By foot it is a minute walk from the site.
- By cycle it is a minute journey from the site
- By bus it is a ... minute bus ride from the site.

Slough railway station is located to the north of Slough town centre and adjacent to the bus station. It can be accessed as follows:

- By foot it is a minute walk from the site.
- By cycle it is a minute journey from the site
- By bus it is a ... minute bus ride from the site.

A shared off street footway/cycleway is provided on the A4 between the town centre and the Trading Estate.

The following train services are available at Burnham stations:

i. London Paddington

- Journey time – 26 – 35 minutes
- Journey frequency – 2-3 per hour
- Route Slough, West Drayton, Hayes and Harlington, Ealing Broadway
- Cost £17.60 (peak)
- Interchange – none

ii. Maidenhead

- Journey time – 4-8 minutes
- Journey frequency – 4 per hour

- Route some trains via Taplow
- Cost £3.60 (peak)
- Interchange – none

iii. Reading

- Journey time – 19 – 25 minutes
- Journey frequency – 3-5 per hour
- Route Twyford, Maidenhead, Taplow
- Cost £8.60 (peak)
- Interchange - none

[need to update when CrossRail services begin, fare details etc will change over SPZ]

Site Access/Egress Points

Identify the site access points on the site layout plan and explain what modes of transport can use each access.

Pedestrians can access the site via [edit as required]

- The main vehicular access (no dedicated footway provided)
- The main vehicular access with a dedicated footway provided
- A separate pedestrian only access
- Other please specify

Cyclists can access the site via [edit as required]

- The main vehicular access
- A separate pedestrian /cyclist access
- A separate cyclist only entrance
- Other please specify

Vehicular access is provided from[add road name]

Servicing and delivery access is provided from[add road name]

Visitor vehicular access is taken from[add road name]

No Road Safety Audit has been undertaken of these access points. [amend if this has been undertaken]

Car Parking

The following parking spaces will be provided at the site

Table: Parking Provisions

Use	Number of spaces
Staff	...
Visitors	...
Disabled	...
Pool vehicles	...
Car sharers	...

[If more than one car park is proposed please provide details.]

The car park access will be controlled by the following [edit as appropriate]:

- Gate
- Bollards
- Uncontrolled
- Other please specify

[Do employees park outside of your site on nearby streets]

[Have you carried out a parking survey – if so provide details.]

[State current ratio of users to spaces. What is the current ratio of spaces to gross floor area]

[State whether there is an existing Controlled Parking Zone in operation around your site.]

Motorcycle Parking

There is parking provision for ... motorcycles at the site.

Goods and servicing

The following delivery / servicing is envisaged for the building:

- Heavy goods vehicles ... per week
- Light Goods vehicles ... per week

All of the servicing for the unit will be undertaken off-street within the development site

4 Baseline Travel Information

[The baseline travel patterns to and from the building will be recorded in baseline travel surveys. A consistent methodology for the Borough will be applied in the form of TRICS SAM methodology surveys, which is a system of monitoring and assessing the effectiveness of Travel Plans. This uses methods of multi-modal data collection to produce robust Travel Plan survey results and is undertaken by an independent third party. The results of this survey will be reported in this section of the report, establishing the baseline position which the targets will then relate to.

In terms of the detail of the TRICS SAM methodology survey enumerators are placed on all entry / exit points to the building and anyone entering / exiting the building is asked the following questions:

- i. What was your main mode of travel to / from the site?
- ii. If you travelled by car, were there any other occupants of the car?
- iii. What is your journey purpose? – categorised into: home to work, business trip, personal trip, visitor, or deliveries / servicing

Enumerators will also carry out a count of vehicles accessing the site compared to the parking capacity, and produce a parking accumulation total for the site across the times of the survey.

The survey is generally carried out from 0700 – 1900 but this may differ for certain sites depending on their operation.

The survey is provided in a summarised form and these results would be inserted into this section of the Travel Plan reflecting the baseline position. The same form of survey is then repeated in the fifth year to monitor progress against the target, as set out in Section 9. The results of these surveys could also be supplied to STEL for them to report in their Annual monitoring report of the Umbrella Travel plan.

The financial cost for SBC to review Travel Plan monitoring reports is met by the Travel Plan Monitoring Contribution paid by STEL as set out in the SPZ Section 106 Agreement.]

5 Objectives and Benefits

It is important that the Objectives of the Travel Plan reflect those within the Umbrella Travel Plan for the Trading Estate. These are therefore as follows:

- i. To help encourage employees to travel to and from the Trading Estate by alternative modes to single occupancy car trips;
- ii. To improve the safety of employees and visitors to the Trading Estate;
- iii. To promote the health benefits to employees in relation to walking and cycling; and
- iv. To support the ongoing economic success and regeneration of the Trading Estate.

6 Targets

The following SMART (Specific, Measurable, Achievable, Realistic and Time-related) target or aim is set for the employee travel to and from the site:

To reduce the single occupancy vehicle movements by 5% from the baseline survey by the end of the monitoring period within five years of occupation.

[Other action targets may be added, as appropriate for the employer e.g. to introduce a Cycle Salary Sacrifice Scheme, and /or a Season Ticket Loan scheme]

7 Measures

The following measures will be provided as part of the Occupier Travel Plan:

- Promotion of the car sharing scheme being implemented under the Umbrella Travel Plan
- Promotion of public transport services
- Promotion of travel events being facilitated through the Umbrella Travel Plan
- Promotion of the Cycle Hire Slough scheme (<https://www.cyclehireslough.com>)
- Promotion of cycle routes
- Promotion of alternative work practices (if appropriate)
- Consideration of the fuel efficiency of fleet vehicles and delivery vehicles
- Maintenance of cycle parking, changing facilities and showers

[Other measures to those above should be considered and added if appropriate]

8 Travel Plan Coordinator and Management Support

Contact details for the Travel Plan Co-ordinator are provided below

Name [add name].....
Contact number [add phone number].....
Email address [add email address].....

The TPC will be a part time role undertaken as part of the day to day duties.

[Information to be provided on their background, and their position within the wider organisation, and whether the role is permanent or temporary]

[A Travel Plan steering group should be created and hold regular meetings]

[Provide information on who has been consulted in the development of the Travel Plan (e.g. senior management, staff, union representatives, others). Provide evidence such as meeting minutes]

[Provide details on how your Travel Plan links to your organisation's wider corporate policies (e.g. Corporate Social Responsibility, environmental management, health and safety, etc)]

[Provide details on how the Travel Plan will be funded through its life, including the TPC role, measures and monitoring]

9 Monitoring and Reporting Strategy

The monitoring of the Travel Plan will consist of the following:

- i. The Baseline Travel Survey (TRICS SAM methodology) will be undertaken in the first year to establish a baseline position
- ii. One further Travel Survey (TRICS SAM methodology) will be undertaken in the fifth year after occupation to establish whether the target has been met.
- iii. Annual reporting to SBC on progress on the Travel Plan, updating of the action plan and reporting of TRICS survey data in applicable years.

The Travel Plan Coordinator will be responsible for co-ordinating and commissioning the baseline and year 5 TRICS SAM methodology monitoring.

The Travel Plan Co-ordinator will also have the responsibility for undertaking the annual reporting of progress of measures in the Action Plan.

Should the target for the Travel Plan not be achieved then additional measures from the list below would be implemented after the Travel Survey in year 5 are reported upon:

- [Measures suggested by the occupier]
 - Review of literature and promotion methods set out in Section 7 above
 - Further promotion of
 - SBC cycle hire scheme
 - The car sharing scheme covering Slough Trading Estate (Liftshare)
 - Local bus services
 - Company attendance at travel events run through the Umbrella Travel Plan
 - Provision of (updated) information on bus and train services
 - Facilitate the provision of My PTP (or similar) personalised travel planning advice for employees

10 Action Plan

Table: Action Plan

[*Example, employer to insert appropriate timescales]

Measure	Timescales	Roles and Responsibility
Ensure external lighting of car park and accesses is maintained	Ongoing	Occupier
Ensure that maintenance of landscaping within the site is undertaken	Ongoing	Occupier
Ensure maintenance of cycle parking within the site	Ongoing	Occupier
Maintain on site showers and changing facilities	Ongoing	Occupier
Promote access to the Trading Estate by all modes on the website and other promotional material	Within 6 months of occupation.	Occupier
Provision of priority car sharing car parking bays, if appropriate	[Year 1]	Occupier
Promotion of the Slough Car Share (or equivalent in the future) car sharing system for use by employees of the Trading Estate	[On-going]	Occupier
Encourage employee attendance at events at the Trading Estate to promote travel initiatives	Annually	Occupier
Company representative attendance at events at the Trading Estate to promote travel initiatives	Annually	Occupier
Attend business breakfast events related to Travel Plan activities, as appropriate	[On-going]	Occupier
Facilitate the provision of personalised travel planning (e.g. using Liftshare's My PTP, or similar) providing advice for employees on travel alternatives. This is being provided through the Umbrella Travel Plan.	Year 1	Occupier
Encourage the attendance at cycle training being implemented through the Umbrella Travel Plan	As training is available	Occupier
Undertake annual reporting of progress against Action Plan measures and report using template in Appendix B.	Annual	Occupier
Undertake baseline Travel Survey (TRICS SAM methodology)	Year 1	STEL / occupier
Undertake year 5 Travel Survey (TRICS SAM methodology)	By end of Year 5	STEL / occupier
Promote advisory freight routes	On going	occupier
[Other measures to be considered and added if appropriate to the occupier]		

Appendix A:

Drawings of the Location and Layout of the SPZ Development

[INSERT]

Appendix B: Travel Plan Monitoring Template

Occupier Travel Plan Monitoring Report

<Organisation Name>

<Address>

<Date>

<Prepared by: (name and organisation)>

Slough Council

Include a summary of actions undertaken to date for the Travel Plan. Examples are given in the following table.

Table 1: Actions undertaken

Action undertaken	Details	Date	Notes
e.g. Baseline Travel Survey undertaken	TRICS SAM Survey undertaken	June 2015	Next planned survey in April 2020
e.g. Attendance at annual travel event	Encourage staff attendance and engagement with the travel event being delivered under the Umbrella Travel Plan by SEGRO	May 2015	<any feedback from staff>
e.g. Ensure maintenance of showers and changing areas	Inspection of facilities and any works required	July 2015	<any matters required>
e.g. Provision of car sharing parking bays	Designated bays identified as part of parking management	July 2015	
e.g. provision of personalised travel planning	Staff provided with opportunity for PTP and company promotion	May 2015	

Targets from the original Travel Plan must be reviewed in light of the new data. New targets may be suggested by the occupier to be agreed in conjunction with SBC, as required.

Table 2: Progress against targets (action targets)

Action target	Date	Achieved? (Yes / No)	New target/s and date/s	Comments
e.g. Implementation of car sharing bays on site	e.g. July 2015	e.g. Yes		e.g. Bays were allocated and staff advised
				<Use this column to add any information or reason as to why the target was met / not met>

An updated action plan must be provided showing how the Travel Plan will be progressed and monitored in future. The action plan should set out additional measures if targets have not been met following the Travel Survey 5 years post occupation.

Table 3: Action plan

Action	Details	Funding	Responsibility	Action to be achieved by? (date)
Lighting of car park	Ensure external lighting of car park and accesses is maintained	<note staff time and any costs>	<Travel Plan Co-ordinator or detail other>	<date to be added>
Landscaping	Ensure that maintenance of landscaping within the site is undertaken			
Maintaining cycle parking	Ensure maintenance of cycle parking within the site			
Maintaining showers and changing facilities	Maintain on site showers and changing facilities			
Promotion of all modes of travel	Promote access to the Trading Estate by all modes on the website and other promotional material			
Car sharing	Provision of priority car sharing car parking bays, if appropriate			
Car share	Promotion of the Slough Car Share (or equivalent in the future) car sharing system for use by employees of the Trading Estate			
Employee attendance at Annual Travel Event	Encourage employee attendance at events at the Trading Estate to promote travel initiatives			
Company attendance at Annual Travel Event	Company representative attendance at events at the Trading Estate to promote travel initiatives			
Business breakfast events	Attend business breakfast events related to Travel Plan activities, as appropriate			
Personalised Planning	Facilitate the provision of personalised travel planning (e.g. using Liftshare's My PTP, or similar) providing advice for employees on travel			

[illegible]

I confirm that this monitoring report is submitted as a full and accurate record.

<name>

<title>

<organisation>

<email address>

<phone number>

<date>

 Slough Borough Council

I confirm that this monitoring report meets the required standards and I approve the action plan and targets detailed within this document

<name>

<title>

Slough Borough Council

<email address>

<phone number>

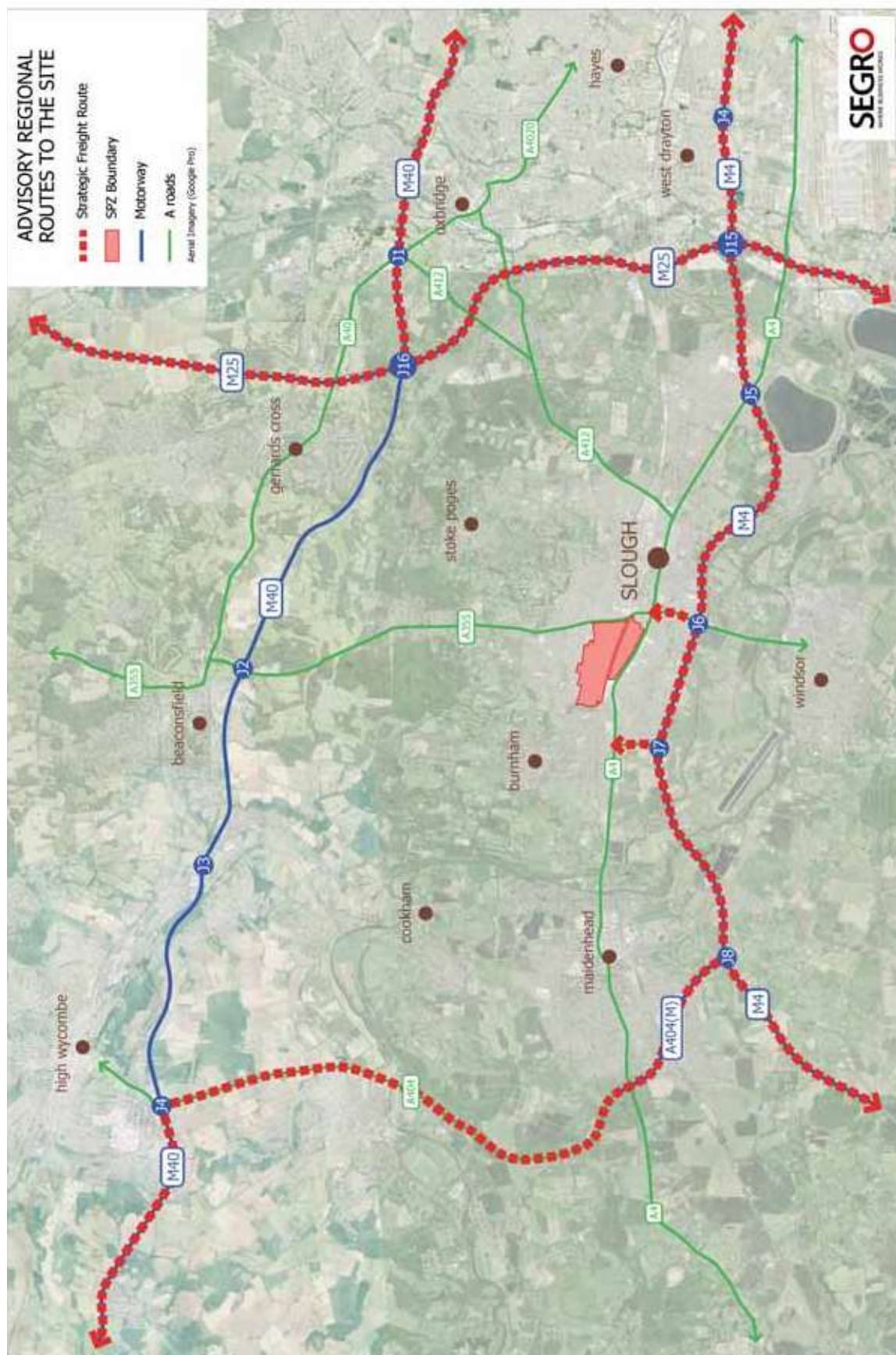
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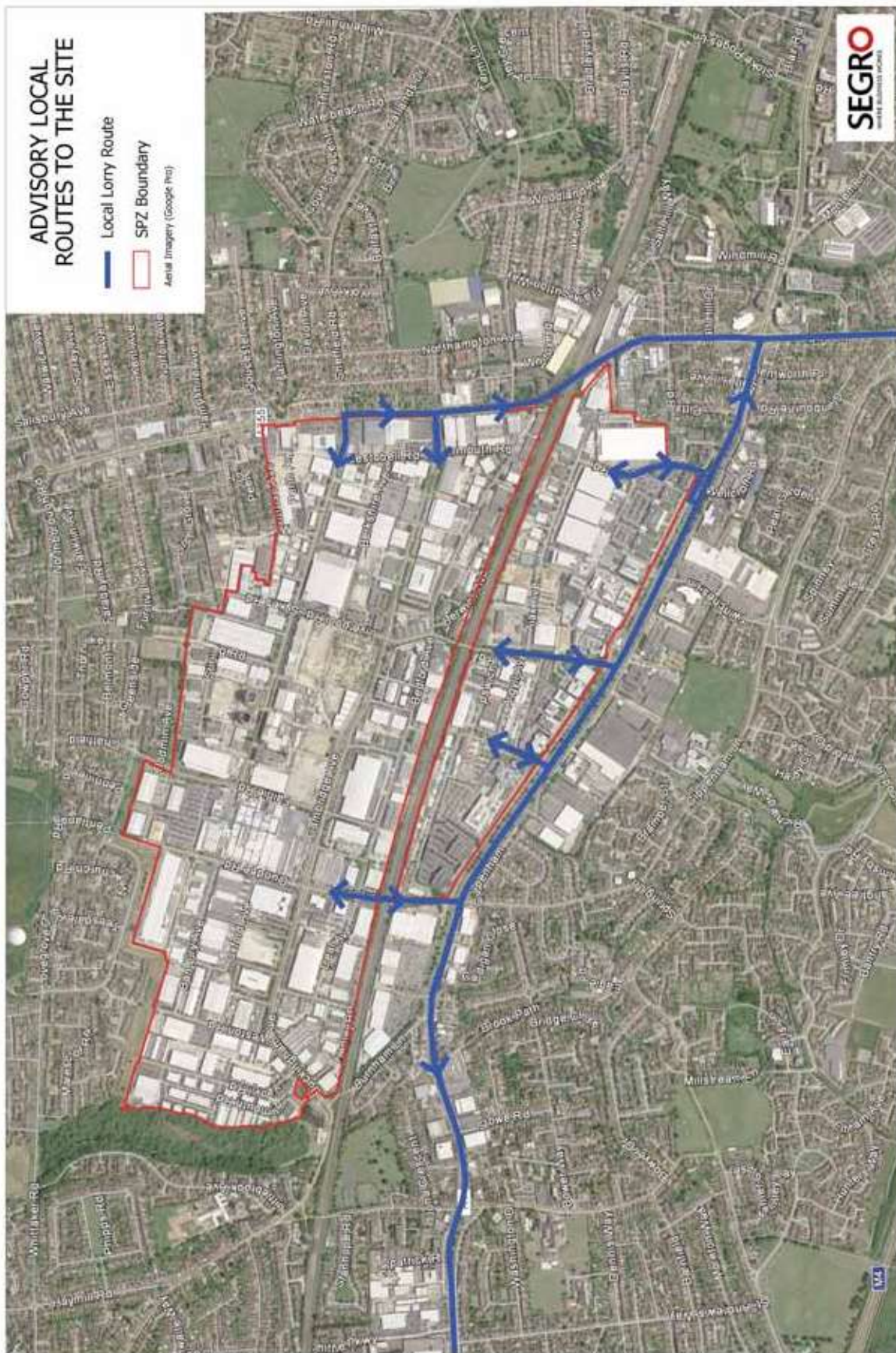
NB this section will be countersigned by an SBC officer only after a full analysis of the report has been undertaken, and any necessary amendments agreed.

Note that SBC's Travel Plan monitoring fee charge is met by the Travel Plan Monitoring Contribution paid by STEL in the SPZ Section 106 Agreement

Appendix A – Travel Plan document

Please attach your most recent Travel Plan document as an Appendix to this document.





Simplified Planning Zone Scheme – Slough Trading Estate, 2014-2024