

Call for Sites 2026: Guidance Notes and Submission Requirements

Call for Sites 2026 – New Local Plan for Slough (2026–2046)

1. Introduction

- 1.1 This Call for Sites consultation is open from **Monday 13 July 2026 until Monday 24 August 2026 (11:59pm)**.
- 1.2 Before submitting a site, please read these guidance notes and ensure you can meet the minimum submission requirements.
- 1.3 We strongly encourage the use of our online consultation portal, Citizen Space for submitting site nominations. However, alternative submission options are available for those who are unable to use the online portal.
- 1.4 The Call for Sites is open to all, but we particularly welcome submissions from local organisations, businesses, landowners and developers to identify sites in Slough that could support the Slough Local Plan 2026-2046.
- 1.5 The results will help inform the identification of land for housing, employment and other uses needed to support the Slough Local Plan 2026–2046. The Local Plan is an important part of the planning system and plays a key role in determining planning applications and supporting regeneration.
- 1.6 Sites must be wholly or partly within Slough. They may be vacant, include the redevelopment or change of use of existing buildings, or involve extensions to existing buildings. Proposals for employment, housing, regeneration, environmental improvements, recreation, community uses, or sites that do not involve built development are all welcome.
- 1.7 If you nominated a site during the 2025 Call for Sites, you do not need to resubmit it unless relevant information has changed. Sites submitted in 2025 will continue to be considered as part of the evidence base for the emerging Local Plan.

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- 1.8 Further information on the sites submitted during the 2025 Call for Sites is available in the 2025 Call for Sites Summary Report, which is available on the Council's **consultation portal**.

2. Accessibility and Alternative Formats

2.1 Equal Opportunities

- 2.1.1 If you or someone you know wants to take part and has accessibility requirements, please contact us via email at **planningpolicy@slough.gov.uk**, in person, by post, through the Council's call centre, or on 07514 723179 so that we can assist with your participation.

2.2 Privacy Notice

- 2.2.1 It is essential you confirm you have read and understood our privacy information as site and proposal information including names and organisations of those making submissions will be publicly available.
- 2.2.2 Personal contact information is held in accordance with the GDPR.
- 2.2.3 Your information will be processed and handled in accordance with the Council's privacy policy and data protection. This is available to view on the Council's website: **Privacy, data protection and terms and conditions – Slough Borough Council**.
- 2.2.4 If you want to know more, please email **planningpolicy@slough.gov.uk**

3. Minimum Submission Requirements

- 3.1 For sites to be considered, they must be wholly or partly within the Slough Borough Council Local Planning Authority area. Any relevant information you can provide about the site and its potential is welcome, but you must provide the following as a minimum:
- 3.2 Confirmation that you have read and agreed Slough's Privacy Notice about how we use your information – we only collect information that is relevant for the purpose it was collected.

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- Your name, postal address and email address so that we can find out more about your submission if required.
- A plan that clearly showing the site's location and boundaries, preferably in a shapefile, but we will accept PDF format too.
- A separate Site Nomination Form for each site being submitted.
- The site area in hectares.
- Details of the proposed use or uses for the site.
- Submission of the completed Site Nomination Form by **11.59pm on Monday 24 August 2026.**
- Completion of all questions marked as 'required' on the form.

4. Helpful information

4.1 How to submit

- 4.1.1 Using the consultation portal saves the council time and money. We strongly recommend completing the nomination form at our online portal at **Citizen Space** [<https://slough.citizenspace.com/>]
- 4.1.2 Alternative submission options are available. You can complete a paper or electronic version of the Site Nomination Form and email it to **planningpolicy@slough.gov.uk** or post it to Planning Policy, Slough Borough Council, Observatory House, 25 Windsor Road, Slough, SL1 2EL.
- 4.1.3 Completing as much of the optional information as possible makes the assessment process easier. Note that the Council may seek further information or clarification from those who make submissions.

4.2 Supporting plans

- 4.2.1 The location plan should, where possible, be based on Ordnance Survey mapping at a scale of at least 1:10,000. A PDF copy is required. A digital plan (preferably in shapefile format) is also welcomed and is particularly encouraged for submissions from developers, land promoters and planning consultants.

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4.3 Consultation documents

- 4.3.1 An explanation of the consultation, the requirements for making a valid submission, and the relevant forms are available by emailing the Planning Policy Team at **planningpolicy@slough.gov.uk** (please allow up to 5 working days).

4.4 Important information

- 4.4.1 Please keep a copy of your submission. If you submit through the online consultation portal, you will receive an automatic confirmation email.
- 4.4.2 If you need a paper copy of the Site Nomination Form, please contact the Planning Policy Team at **planningpolicy@slough.gov.uk** or on 07514 723179.
- 4.4.3 The Council cannot accept anonymous or confidential submissions.
- 4.4.4 Please note that submitted site information and supporting documents may be published as part of the Local Plan evidence base. Personal contact details will not be published.

5. What Happens Next?

5.1 How your submission will help shape the Local Plan

- 5.1.1 This Call for Sites forms part of the scoping consultation for the new Slough Local Plan (2026–2046).
- 5.1.2 The Council is preparing the Local Plan under the Government's new plan-making system. Information submitted through this Call for Sites will help inform the preparation of the Local Plan and its supporting evidence base, including the assessment of potential development sites.
- 5.1.3 The scoping consultation is an early opportunity for residents, businesses, landowners, developers and other interested parties to help identify the issues, opportunities and development needs that the Local Plan should address.

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5.2 Site assessment

5.2.1 Sites submitted through the Call for Sites are not automatically identified for development, allocated in the Local Plan, granted planning permission, or given any special planning status.

5.2.2 All submitted sites will be assessed having regard to national planning policy and guidance, environmental and infrastructure constraints, statutory designations, land availability, deliverability and other relevant planning considerations.

5.2.3 The Council is also consulting on the draft Housing and Economic Land Availability Assessment (HELAA) methodology, which sets out how submitted sites will be assessed. Please check the **New Local Plan engagement and consultation** webpage for details.

5.3 Future consultation opportunities

5.3.1 There will be further opportunities to participate and comment as the Local Plan progresses through the statutory plan-making process. Please view the Local Plan timetable for more information on future stages and consultation opportunities.

5.4 Keep in touch

5.4.1 If you would like to be notified about future Planning Policy or Local Plan consultations, please request to be added to the Planning Policy consultation database. Please contact **planningpolicy@slough.gov.uk**

5.4.2 You can also review our **Statement of Community Involvement** to understand how we engage residents, and advise us on how you would like to be involved in the preparation of the new Local Plan through the **Scoping Consultation**.

5.4.3 You can find out more about the new Slough Local Plan (2026–2046) on the Council's Planning Policy webpages: **www.slough.gov.uk/planning-policy/new-local-plan-slough**.