



Consultation on: Draft Statement of Community Involvement

PAPER COMMENTS FORM

This form has three Parts:

- Part A - Consultation Details
- Part B - Contact Details
- Part C - Your Comments on the Draft Statement of Community Involvement

Part A - Consultation Details

Chelmsford City Council has published the draft Statement of Community Involvement for consultation. It has been prepared to meet the requirements of Section 18 of the Planning and Compulsory Purchase Act 2004.

How to comment

This form is for your comments on the draft Statement of Community Involvement.

The Council strongly encourages comments to be made via its online Consultation Portal www.chelmsford.gov.uk/planningpolicyconsult as this enables the quick and efficient handling of comments. This system allows you to edit comments before submitting them and to upload any supporting material.

For further information about how the Consultation Portal works, read our User Guide at:

www.chelmsford.gov.uk/lp-portal-guide

Alternatively, comments can be made using this representation form and returned

- By email - planning.policy@chelmsford.gov.uk
- By post - Spatial Planning Services, Chelmsford City Council, Civic Centre, Duke Street, Chelmsford, CM1 1JE
- By hand - Chelmsford City Council Customer Service Centre, Chelmsford City Council, Civic Centre, Duke Street, Chelmsford, Monday to Friday 10am-4pm.

Please provide your name and address with your comment. Anonymous comments will not be accepted.

Section 149 of the Equality Act 2010 requires the Council to avoid any form of discrimination and also foster good relations between different ethnic groups. We will not display, share or consider any comments that are inappropriate, including those that are racist, inflammatory or derogatory.

Comments which contain personal or sensitive information e.g. health information, details about a criminal record, or religious beliefs, will not be accepted.

Closing date for comments

Please return this form by 4.00pm on Thursday 9 October 2025.

How your comments will be used

A summary of the consultation feedback and how the feedback will be addressed in the document will be reported to Chelmsford Policy Board after the consultation has closed.

Comments will be published with the respondent's name, organisation and agent (where applicable). No other personal details will be made public. This includes publication on the Council's Consultation Portal. Data will be held in accordance with the Data Protection Act 1998 and the General Data Protection Regulations. For more information please visit the Council's Privacy Policy web page: www.chelmsford.gov.uk/your-council/about-our-website/privacy-policy-and-notices/privacy-policy/

Comments must be received by 4.00pm on 9 October 2025

Part B - Contact Details

Personal Details

Title:

First Name:

Last Name:

Organisation (if the comments you are making are
on behalf of an organisation)

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Address:

.....

.....

.....

Postcode:

Telephone Number:

Email Address:

.....

Consultation ID (if known):

Signature:

Date:

Agent Details (if applicable)

Title:

First Name:

Last Name:

Organisation (if the comments you are making are
on behalf of an organisation)

.....

Address:

.....

.....

.....

Postcode:

Telephone Number:

Email Address:

.....

Consultation ID (if known):

Signature:

Date:

Part C - Your Comments on the draft Statement of Community Involvement

ESSENTIAL INFORMATION

Which part of the draft Statement of Community Involvement does your comment relate to:

Section Number:	
Appendix:	

Question 1:

Do you agree with this Section/Appendix?

Yes ☐ No ☐

Question 2:

Please provide your comment below. Please provide precisely and succinctly all the evidence and supporting information necessary to support your representation:

If you need more room, please continue on a separate sheet and attach it to this form.

Comments must be received by 4.00pm on 9 October 2025

Question 3:

Have we missed anything? Please provide precisely and succinctly all the evidence and supporting information necessary to support your representation:

If you need more room, please continue on a separate sheet and attach it to this form.

Additional information:

If you wish to submit additional information in support of your comments, please attach it to this form. When attaching supporting documents, please ensure they contain no signatures, e-mail addresses or personal postal addresses.

This paper comments form can be made available in alternative formats including large print, audio and other languages.

If you require assistance please call 01245 606330 during normal office hours (08.45am to 4.45pm Monday to Thursday; 08.45am to 4.00pm Friday) or email planning.policy@chelmsford.gov.uk

Thank you for being part of the consultation.

Comments must be received by 4.00pm on 9 October 2025