
Chelmsford City Council has published its updated Statement of Community Involvement for consultation.

The consultation runs for four weeks from **10.00 am on Thursday 11 September until 4.00pm on Thursday 9 October 2025.**

What is the Statement of Community Involvement?

The Statement of Community Involvement (SCI) sets out our strategy for effectively involving people and organisations in planning matters. It covers different types of consultation and engagement, how we will involve you in making planning policy and when considering planning applications, who we will consult and the ways we will consult them. It is prepared to meet the requirements of Section 18 of the Planning and Compulsory Purchase Act 2004.

Changes to existing SCI

The existing SCI was adopted in March 2020. This update:

- includes a description of the Integrated Impact Assessment (IIA) which accompanies the Local Plan
- includes updated Masterplanning/Development Framework approaches
- retains the commitment to follow Government advice in exceptional circumstances (such as public health or extreme weather events)
- provides additional clarity and updated website links.

Where can I read the document?

You can read the consultation document in the following ways:

- On the City Council's Consultation Portal at:
www.chelmsford.gov.uk/planningpolicyconsult
This system also allows you to submit comments to the consultation.
- On the Council's website at www.chelmsford.gov.uk/SCI
- At the Chelmsford City Council Customer Service Centre, Chelmsford City Council, Civic Centre, Duke Street, Chelmsford, CM1 1JE (10am to 4pm Monday to Friday). For further details of opening hours and how to get here, please see <https://www.chelmsford.gov.uk/your-council/contacting-us/getting-to-the-civic-centre/>

If you do not have access to a computer, you can request paper copies of the draft SCI and a comments form by calling 01245 606330. We can send you the comments form free of charge. However, for the draft SCI we will make a charge to cover printing and postage costs.

How can I comment?

You can comment on the consultation document in the following ways:

- Online Planning Policy Consultation Portal:

Go to: www.chelmsford.gov.uk/planningpolicyconsult where you can:

- Read the consultation document
- Make your comments via the specially designed representation form
- Sign up for alerts on future consultations.

If you have not already registered, registration is simple using the easy to follow steps in our User Guide: www.chelmsford.gov.uk/lp-portal-guide. These guidance notes include more information on the Consultation Portal, including what to do if you have forgotten your password, and how to make your comments.

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

If you have difficulties making representations by e-mail or post due to a disability, please call us on (01245) 606330. Documents can be made available in alternative format including large print, audio and other languages. Please call (01245) 606330, or email planning.policy@chelmsford.gov.uk

Please note that any representations made by you must be received by the Council no later than 4.00pm on Thursday 9 October 2025.

- We are unable to accept anonymous representations
- Any late comments received after 4pm on Thursday 9 October 2025 cannot be accepted
- Comments will be published with the respondent's name, organisation and agent (where applicable). No other personal details will be made public. 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/
- Section 149 of the Equality Act 2010 requires that the Council should avoid any form of discrimination and foster good relations between different ethnic groups. Comments which are deemed to be discriminatory, racist, inflammatory or derogatory, or include information which comprises personal or sensitive information e.g. health information, details about a criminal record, or religious beliefs, will not be accepted. We would ask that you avoid the use of such comments when making your representations.

What will happen with my comments?

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