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Dear Sir / Madam,

**Consultation on amendment to South Norfolk Council's Statement of Community Involvement**

I am writing to notify you of a public consultation that will be commencing shortly regarding a minor amendment to South Norfolk Council's Statement of Community Involvement (SCI).

South Norfolk Council adopted its SCI in May 2017. It is a legal requirement for local planning authorities to have an adopted SCI which sets out how and when the Council will involve communities and other stakeholders in the development of documents making up its Local Plan.

Following the issuing of Government guidance on local authority plan-making and related consultations during the Covid-19 pandemic, South Norfolk Council has reviewed its SCI and is proposing a minor amendment. The amendment will reflect that it will not always be possible to make hard copies of consultation documents available for inspection at the South Norfolk Council offices. At the current time, for example, the Council offices are closed to non-essential visits, due to the pandemic, and there may well be similar occurrences in the future. South Norfolk Council remains committed to ensuring those without internet access can engage with plan making consultations and will put in place measures to ensure this is possible.

There will be a six week period of consultation on this proposed amendment, taking place between **9.00am on Monday 27<sup>th</sup> July and 5.00pm on Friday 4<sup>th</sup> September.**

The proposed amendment to the SCI can be viewed on the South Norfolk Council website, at the following address:

<https://www.south-norfolk.gov.uk/residents/planning-and-building/planning-policy/statement-community-involvement>

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**A consultation response form is also available on this web page. Anyone wishing to respond is encouraged to do so by filling out the form and emailing it to [ldf@broadland.gov.uk](mailto:ldf@broadland.gov.uk). Alternatively, forms can be posted to:**

**Place Shaping Team, Broadland District Council, Thorpe Lodge, 1 Yarmouth Rd, Thorpe St. Andrew, Norwich, NR7 0DU**

In addition, South Norfolk Council has published a temporary update which sets out alternative measures for consulting on Local Plan documents and making consultation documents available to the public during the pandemic. This is also available from the South Norfolk Council web address listed above.

If you have any queries regarding these measures, please do not hesitate to contact me.

Yours sincerely,



**Paul Harris  
Place Shaping Team Manager**

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