



Department
for Environment
Food & Rural Affairs

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South Norfolk Council
South Norfolk House
Swan Lane
Long Stratton
Norfolk
NR15 2XE

Date: 9th March 2017

FAO: Julian Munson

Ref: 22107

Dear Julian

CHANGE CONTROL NOTICE: Food Local Development Orders for Food Enterprise Zones

Find attached Change Control Notice (CCN) for the above Memorandum of Understanding (MoU). The CCN covers an extension of the grant funding period.

Please carefully review the enclosed CCN to ensure that you are happy with the change and electronically respond through the Bravo system within 7 days of receipt.

Yours sincerely

David Morley
Room 101
Foss House
Kings Pool
1-2 Peasholme Green
York
YO1 7PX

Contract Change Note

Contract Change Note Number	CCN2
Contract Reference Number & Title	22107 - Food Local Development Orders for Food Enterprise Zones
Variation Title	Extension of grant funding period
Number of Pages	2

WHEREAS Defra and Body A, South Norfolk Council agreed a Memorandum of Understanding for Food Local Development Orders for Food Enterprise Zones and now wish to amend the original Memorandum of Understanding dated 27th March 2015.

IT IS AGREED as follows

1. With effect from 31st July 2016, the original contract shall be amended as set out in this Change Control Note:

Change Requestor / Originator	Samreen Lodhi - Food and Farming Innovation Team		
Summary of Change	Expiry date of the Memorandum of Understanding extended to allow the completion of the Local Development Orders (LDOs)		
Reason for Change	More time is required to deal with planning decisions and complete the LDO process. The deadline has therefore been extended beyond the revised 31st July 2016 deadline.		
Revised MoU	Original MoU Value	£50,000	
	Previous MoU Changes	N/A	
	MoU Change Note	No change	
	New MoU Value	No change	
Revised Payment Schedule	No Change		
Revised Specification	No Change		
Revised MoU Period	CCN1 – 30 th March 2015 to 31 st July 2016 CCN2 - 30 th March 2015 to 31 st October 2017		
Change in MoU Manager(s)	No change		
Other Changes	N/A		

2. Save as herein amended all other Terms and Conditions of the Original Memorandum of Understanding shall remain in full force and effect.

Acceptance of this CCN will be made by electronic signature carried out in accordance with the 1999 EU Directive 99/93 (Community framework for electronic signatures) and the UK Electronic Communications Act 2000. Acceptance of this CCN must be made within 7 days of issue and the Agreement is formed on the date on which Body A communicates acceptance on Defra's electronic contract management system ("Bravo"). No other form of acknowledgement will be accepted. Please remember to quote the reference number above in any future communications relating to this Memorandum of Understanding.

Annex 1

Revised Milestone Dates

Milestone	Date
Consultation exercise closes	February 2017
Responses considered Feb/March – Necessary amendments made to draft LDO /advice sought/further work undertaken	February and March 2017
Cabinet Members visit site	14 th March 2017
Cabinet decision whether or not to adopt the LDO	11 th April 2017 to 20 th June 2017
Formal adoption (subject to adoption decision)	July 2017