

REPORT TO:

Planning Committee April 2024

LEAD OFFICER:

Joint Director of Planning and Economic Development

Compliance Report

Executive Summary

1. On 1 April there were 676 open cases in South Cambridgeshire and Cambridge City. There are currently 313 identifiable open cases in South Cambridgeshire.
2. From 1st January 2024 to March 31th 2024, the compliance team have received a total of 184 compliance referrals across both South Cambridgeshire and Cambridge City.
3. Details of all compliance investigations are sent electronically to members on a weekly basis identifying opened and closed cases in their respective areas along with case reference numbers, location, case officer and nature of problem reported.
4. Statistical data is contained in Appendices 1,2 and 3 attached to this report.
5. Data contained in the appendices relates to the end of March 2024 statistical information.

Updates to Service Delivery

The Planning Compliance Team is part of the Development Management service of the Greater Cambridge Shared Planning Service.

Rebecca Smith
Delivery Manager (Development Management and Compliance)

Chris Braybrooke
Principal Planning Compliance Manager

Vacant
Principal Planning Compliance Officer

Alistair Funge
Senior Planning Compliance Officer

Nick Smith
Senior Planning Compliance Officer

Tony Wallis
Senior Planning Compliance Officer

Robert Bird
Planning Compliance Officer

George Mynehan left the Council on 28th March following the completion of his contract. The service now has a vacant post. Further details on recruitment will be provided in the next report in May 2024.

Updates on significant cases

Should Members wish for specific updates on cases they have involvement in, or have been made aware of then please feel free to contact the Principal Planning Compliance Manager who will be able to update you or advise you of the case officer and request that the officer contacts you.

Performance Management and new reporting update

The case priorities are as follows.

- **High priority (Priority A)** cases are for work which is irreversible or irreplaceable and these will be immediately investigated within 5 working days of receipt. Examples include damage or loss of Listed Buildings or protected trees.
- **Medium priority (Priority B)** cases are for activities have or can cause harm, such as adverse effects on conservation areas or breaches of conditions. Our aim is to instigate the investigation and assess whether a breach of planning control within 10 working days of the site visit.
- **Low priority (Priority C)** cases are for a development which may cause some harm but could be made acceptable by way of implementing conditions or simple correction action. Our aim is to instigate the investigation and assess whether a breach of planning control within 20 working days of the site visit.

The figures at Appendix 3 currently reflect the cases for all enforcement cases within GCSP, and not just South Cambridgeshire. Further reporting enhancements will allow for separate reporting of these figures in the future.

Further updates on performance management will be provided when they are available.

Cllr Heather Williams requested at the January 2024 planning committee that the compliance team seek to examine cases older than 6 months so see which ones would likely be a Priority A case and advise the committee of the number of open cases falling within this category.

The process to identify such cases would require the team to look at all cases not assigned a priority and look at the description and / or compliant details to ascertain what priority they think the case would be under the priority metric.

This would not be a quick task to complete, and it is estimated it would take an officer around a week to complete this task. At this moment the team do not have the resources to undertake this work.

We have now reached the 6-month period since the priority system as introduced and as such the report at appendix 3 now shows the priority assigned cases older than 6 months. The data for this part of the annex will not start to be fully populated until the May 2024 report as the initial priority assignment was tested with limited cases until it was confirmed to be working correctly before going live.

Closure figures are also now provided at appendix 3. The Total number of cases closed in a month relates to both South Cambridgeshire and Cambridge City. The identifiable South Cambridgeshire cases are noted, and closures by priority figures again relate to South Cambridgeshire and Cambridge City.

Background Papers

Planning Enforcement Register.

Statistical Analysis of Uniform Planning Enforcement Software Program.

Appendices

Appendix 1: Compliance Cases Received and Closed.

Appendix 2: Notices Served.

Appendix 3: Caseload Statistics.

Report Author:

Chris Braybrooke – Principal Planning Compliance Manager Date: 08/04/2024