

## **REPORT TO:**

**Planning Committee May 2024**

## **LEAD OFFICER:**

**Joint Director of Planning and Economic Development**

## **Compliance Report**

### **Executive Summary**

1. On 1 May there were 702 open cases in South Cambridgeshire and Cambridge City. There are currently 335 identifiable open cases in South Cambridgeshire.
2. From 1<sup>st</sup> January 2024 to April 30<sup>th</sup> 2024, the compliance team have received a total of 239 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 April 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  
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

The service still has a vacant post for a Principal Compliance Officer - it is anticipated this post will be advertised shortly. Recruitment for an Apprentice Compliance Officer is currently underway with a strong interest from potential candidates.

### **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 Compliance team have been asked to look at their cases which were opened before the assignment of case priority was brought in to practise and add in the priority rating. This process should be completed by the end of May. June statistical figures should reflect this works and show all open cases by priority type.

### **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: 03/05/2024