

## **REPORT TO:**

**Planning Committee January 2025**

## **LEAD OFFICER:**

**Joint Director of Planning and Economic Development**

## **Compliance Report**

### **Executive Summary**

1. On 1<sup>st</sup> December 2024 there were 550 open cases in South Cambridgeshire and Cambridge City. There are currently 212 identifiable open cases in Cambridge city.
2. From 1<sup>st</sup> January 2024 to November 29<sup>th</sup> 2024 the compliance team have received at total of 655 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 and 2 attached to this report.
5. Data contained in the appendices relates to up to end of November 2024 statistical information, The reporting date is one-month in arrears to allow for the provision of the report to committee by the report publishing deadline.

### **Updates to Service Delivery**

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

Lydia Green (Apprentice Planning Officer) will be leaving the compliance team at the end of December and will be joining the S215 team on a permanent basis.

Rebecca Smith  
Delivery Manager (Development Management and Compliance)

Chris Braybrooke  
Planning Compliance Manager

Chris Barnes  
Principal Planning Compliance Officer. Start date 9<sup>th</sup> September.

Alistair Funge  
Principal Planning Compliance Officer

Nick Smith  
Senior Planning Compliance Officer

Tony Wallis  
Senior Planning Compliance Officer

Robert Bird  
Planning Compliance Officer

Oscar Langford  
Apprentice Planning Compliance Officer.

Team structure

Planning Compliance Manager – Chris Braybrooke

**East Team**

Principal Compliance Officer (Secondment)

Alistair Funge

Senior Planning Compliance Officer

Tony Wallis

Compliance Officer

Rob Bird

**West Team**

Principal Compliance Officer

Chris Barnes

Senior Planning Compliance Officer

Nick Smith

Planning Compliance Apprentices

Oscar Langford

**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 Planning Compliance Manager, or Area Principal Compliance Officers 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 2 currently reflect the cases for all enforcement cases within GCSP, and not just Cambridge City. Further reporting enhancements will allow for separate reporting of these figures in the future.

The figures at Appendix 2 relating to the average time to first site visit in days from allocation currently include older casefiles which have been open before the case priority implementation. Due to the way the reporting system works, when older cases are closed this causes discrepancies in the reports This is currently being investigated to ensure the older cases do not impact these figures in subsequent reports. The targets are broadly being met for newer cases and are not reflective to the figures seen in the report.

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

### **Background Papers**

Planning Enforcement Register.

Statistical Analysis of Uniform Planning Enforcement Software Program.

### **Appendices**

Appendix 1: Notices Served.

Appendix 2: Caseload Statistics.

### **Report Author:**

Chris Braybrooke – Planning Compliance Manager Date: 01/12/2024