

REPORT TO:

Planning Committee November 2025

LEAD OFFICER:

Joint Director of Planning

Compliance Report

1. On 30 June 2025 there were 436 open compliance cases in South Cambridgeshire and Cambridge City. There are currently 157 identifiable open cases in Cambridge City.

Since 1st January 2025 the compliance team have received 519 referrals to date.

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 September 2025 statistical information. Other statistical data relates to dates from 1st July 2024 to 30th September 2025 and is identified as such.

Updates to Service Delivery

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

Planning Compliance Manager

East Team

Senior Compliance Officer

Senior Planning Compliance Officer

Planning Compliance Officer

West Team

Principal Compliance Officer

Senior Planning Compliance Officer

Senior Planning Compliance Officer

Planning Compliance Apprentice

Updates on significant cases

Should Members wish for specific updates on cases they are involved 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 1 working day 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 include cases from the whole of the GCSP compliance workload. Cases for Cambridge City Council have been provided separately in the appendix and identified as such.

Further work to improve the statistical data has been carried out and the data now shows an accurate picture of the status of compliance cases within the team including accurate data on the setting up of new files from receipt and the time taken by officer to attend site against key performance indicators.

Service Update

The compliance team has continued working hard to review the open files with a view to determining the next course of action where required.

Whilst the service is experiencing absences as set out above, the service continues to ensure that new referrals are investigated promptly, and cases closed where appropriate in a timely manner to ensure KPI's are not affected.

Work continues to ensure new case files are visited and reviewed in a timely manner, ensuring workloads remain consistent when new case files are opened, and enforcement action is taken where expedient to do so.

Where it is identified that enforcement action should be taken as part of the review of older files, the team is taking steps to ensure notices are issued. .

Background Papers

Planning Enforcement Register.

Statistical Analysis of Uniform Planning Enforcement Software Program.

Appendices

Appendix 1: Notices Served.

Appendix 2: Caseload Statistics.

Report Author:

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