

## Appendix 1

### Public Enforcement Notices served.

#### December 2025

Reference	Ward	Parish	Address	Notice Issued
*** No Notices Issued ***				

#### November 2025

Reference	Ward	Parish	Address	Notice Issued
*** No Notices Issued ***				

#### October 2025

Reference	Ward	Parish	Address	Notice Issued
*** No Notices Issued ***				

#### September 2025

Reference	Ward	Parish	Address	Notice Issued
*** No Notices Issued ***				

#### August 2025

Reference	Ward	Parish	Address	Notice Issued
*** No Notices Issued ***				

## Appendix 2

### Caseload statistics

These statistics relate to both South Cambridgeshire District Council and Cambridge City Council. The totals from the November report are included in brackets.

<b>Total open cases</b>	454	(436)
Cases in South Cambridgeshire	300	(279)
Cases in Cambridge City	154	(157)

<b>New compliance referrals since 1st Jan 2025</b>	667
Priority A	3
Priority B	44
Priority C	618

Of the 454 open cases, 12 are assigned to non-compliance team staff and relate to matters on strategic sites where compliance is overseen by the strategic site officer in conjunction with the compliance team where appropriate.

#### Compliance officer workloads (open files) are as follows:

Officer 1	103
Officer 2	78
Officer 3	67
Officer 4	63
Officer 5	62
Officer 6	31

<b>Open cases less than 6 months old</b>	158	(256)
Cases within Cambridge City	59	(60)

Open cases by priority.	
Priority A	0
Priority B	10
Priority C	146
Unassigned (new cases to be allocated)	2

<b>Open cases more than 6 months old</b>	297	(182)
Cases within Cambridge City	95	(63)

Open Cases by priority.	
Priority A	1
Priority B	29
Priority C	267

Cases older than 12 months	177	(141)
Cases older than 18 months	112	(84)
Cases older than 24 months	74	(50)
Cases older than 36 months	25	(18)

<b>Cases closed 1<sup>st</sup> Oct to 31<sup>st</sup> Dec 2025</b>	129
Cases within Cambridge City	55

### Reasons for closure

<b>Total Closures</b>	<b>129</b>
Not a breach of planning control	52
Not expedient to take action	17
Permitted development	10
Remedial works completed	15
Duplicate file raised	9
Planning permission already granted	0
Retrospective planning permission granted	7
Other department	13
Immune 4-year rule	2
Formal Notice complied with	1
Immune 10-year rule	3
Allowed at appeal	0

### Cases closed by priority.

Priority A	0
Priority B	9
Priority C	120

### Updates and Acknowledgements

Average time in days taken from receipt of a complaint by the compliance team to file creation and acknowledgement sent (where applicable) to customer 1st October to 31<sup>st</sup> December 2025. The target is 3 days.

Priority A	N/A
Priority B	0.90 days
Priority C	1.30 days

Average time to first site visit in days from allocation of case to the case officer 1st October to 31<sup>st</sup> December 2025. The target is Priority A - 1 working days, Priority B – 10 Working days. Priority C – 20 working days.

	Avg. Days	Percentage on target
Priority A	0	N/A
Priority B	1.25 days	100%

Priority C 2.44 days 98.9%