

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.

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

New compliance referrals since 1st Jan 2025	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 over seen 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

Open cases less than 6 months old	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

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

Open Cases by priority.

Priority A	1	
Priority B	29	(21)
Priority C	267	(161)

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)

Cases closed 1st Oct to 31st Dec 2025	129
Cases within Cambridge City	55

Reasons for closure

Total Closures	129
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 31st 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 31st 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%