

PLANNING AND ENVIRONMENTAL PROTECTION COMMITTEE	AGENDA ITEM 5
18 FEBRUARY 2014	PUBLIC REPORT

Cabinet Members responsible:	Councillor Cereste - Leader of the Council and Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement	
Contact Officer:	Nick Harding (Group Manager, Development Management)	Tel. 454441
Reporting Officer:	Paul Smith (Development Implementation Manager)	Tel. 453468

PLANNING COMPLIANCE QUARTERLY REPORT ON ACTIVITY & PERFORMANCE - OCTOBER TO DECEMBER 2013

RECOMMENDATIONS	
FROM : Director of Growth and Regeneration	Deadline date : February 2014
That Committee notes past performance and outcomes.	

1. PURPOSE AND REASON FOR REPORT

- 1.1 It is useful for Committee to look at the Planning Service's planning compliance performance and activity and identify if there are any lessons to be learnt from the actions taken. This will help inform future decisions and potentially reduce costs.
- 1.2 This report is for the Committee to consider under its terms of reference Part 3, Section 2 para. 2.5.1.4 'To receive regular progress reports on all current planning enforcement matters, and lists of planning decisions taken by officers under delegated powers'.

2. TIMESCALE.

Is this a Major Policy Item/Statutory Plan?	NO	If Yes, date for relevant Cabinet Meeting	n/a
---	-----------	---	------------

3. MAIN BODY OF REPORT

- 3.1 In the third quarter of 2013/4 a total of 107 service requests had been received (it is usual to average 150 cases per quarter). And taking into account the number of cases closed over the period (131 cases) as at 31 December 2013, there were 235 live cases being investigated / in the process of being resolved.
- 3.2 The Technical Services Team acknowledged 98% of new service requests within 3 working days this quarter, well above the target of 80% and 89% of initial site visits were made within 7 days of the service request being received.
- 3.3 A total of 30 enforcement notices were issued in the quarter and 8 enforcement notices issued in previous quarters have been checked and were found to have been complied with.

3.4 There had been 43 less cases received than the quarterly average of 150. The number of cases closed was 19 below the quarterly average. There are no prosecution cases to report this quarter. Further details of the Planning Compliance Team Quarterly Report on Activity & Performance is attached at Appendix 1.

4. IMPLICATIONS

4.1 Legal Implications

There are no legal implications relating to this report on performance.

4.2 Financial Implications

This report itself does not have any financial implications.

INFORMATION ITEM: PLANNING COMPLIANCE TEAM QUARTERLY REPORT ON ACTIVITY & PERFORMANCE – Qtr 3 (October - December 2013)

Description	No.	Comments
Complaints Received	107	<i>The number of cases received was 43 below the average for a quarter</i>
Complaints Resolved (cases closed as % of cases received)	131 (122.4%)	<i>The number of cases closed was 19 below the average for a quarter, but we closed 24 more than we received</i>
Complaints on Hand and /Pending. (On hand = all cases & includes awaiting action by others)	235/155	Cases on hand has fallen by 3 since Last Quarter and the number of cases pending has fallen by 35.
Enforcement Notices Served		
Type of Notice	No.	Comments
Operational Development	7	Physical building works
Change of Use	11	Unauthorised use is required to end
Temporary Stop Notice	1	Lasts for one month – prior to stop notice
Stop	5	Ends use permanently
Advert Removal	1	Gives interested party 22 days to remove it.
Breach of Condition	2	Require compliance with planning condition
Planning Contravention	2	Requisition for information
Discontinuance Notice	1	Requires advert with expired consent to be removed after five years
Total Notices Served	30	
Enforcement Notices Complied With		
Type of Notice	No.	Comments
Section 215 Notice	1	10/00157/ENF215 14 Gilpin Street Scaffolding and other goods and chattels removed from drive of dwelling
Planning Contravention Notice	1	13/00490/ENFBUS 30 Vergette Street Dwelling used as base for House Clearance Business
Enforcement Notice	1	12/00443/ENFACC 62 Bamber St
Operational Development Notice	3	12/00242/ENFGAR 417 Lincoln Road unauthorised smoking shelter revised to comply with retrospective permission 13/00114/ENFACC 5 Westgate unauthorised canopy over flat roof revised to comply with retrospective permission 12/00425/ENFMOB 1127 Bourges Boulevard unauthorised mobile building relocated to comply with retrospective permission and car sales & valeting ended
Change of Use Notice	1	13/00188/ENFCOU 787 Lincoln Road. Use of storage building for fitting of car tyres
Temporary Stop Notice	1	13/00253/ENFCOU Land To The Rear 49 Padholme Road. Use as car wash and loss

		of many back gardens stopped.
Total	8	

Other Notable Outcomes	
-------------------------------	--

Court Action Agreed		
Type of Notice	No.	Comments
None		
Prosecutions		
Type of Notice	No.	Comments, including cost awards
None		

Performance Measures			
	Description	% / Time	Comments
	% of cases closed within 8 weeks if No Breach found.	76%	Target of 80%
	Average time (weeks) to resolve all cases closed last quarter.	44 weeks	No target
LPI	% of complaints acknowledged within 3 working days.	98%	Target of 80%
LPI	% of site inspections carried out within 7 days of acknowledgement.	89 %	Target of 80%

Cumulative Compliance Performance Yearly Average			
Description	Target	Last quarter	This quarter
Enforcement cases closed within 8 weeks if no breach found.	80% within 8 weeks	84%	76%
Acknowledgement of enforcement complaints.	80% within 3 working days	98%	98%
Enforcement site visits carried out within 7 days of acknowledgement.	80% within 7 days	93 %	89%