



RHONDDA CYNON TAF

RECORD OF DELEGATED OFFICER DECISION


SUBJECT: Enforcement Policy Document

PURPOSE OF ATTACHED REPORT:

The purpose of the report is to approve the revisions to the Enforcement Policy Document consistent with the recommendations included in the report.

DELEGATED DECISION (Date):

That the attached document, incorporating revisions is approved for the purpose of dealing with breaches of planning control.

 Chief Officer Signature	C. BRADSHAW Print Name	25/5/16. Date
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The decision is taken in accordance with Section 15 of the Local Government Act 2000 (Executive Functions) and in the terms set out in Section 5 of Part 3 of the Council's Constitution



CONSULTEE CABINET MEMBER SIGNATURE

25/05/16
DATE



OFFICER CONSULTEE SIGNATURE

25/5/16
DATE

Directorate:	Regeneration and Planning
Contact Name:	Simon Gale
Designation:	Service Director Planning
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RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

MUNICIPAL YEAR 2015 - 2016 REPORT TO ACCOMPANY DECISION OF CHIEF EXECUTIVE

Part 1
(Non Confidential)
Planning Policy Document – Approval of Revisions

1. PURPOSE OF THE REPORT

- 1.1 To consider the suggested revisions set out in the Enforcement Policy Document (a copy of which is attached as Appendix "A")

2. RECOMMENDATIONS

- 2.1 It is recommended that the revisions to the Enforcement Policy Document consistent with the recommendations included in the report are approved.

3. BACKGROUND

- 3.1 The Enforcement Policy and Procedure Document was adopted by Council on 5th December 2006. As part of the adoption it was recommended that the document be reviewed annually as part of the business planning cycle to consider whether improvements would be required in light of changing legislation.
- 3.2 On 9th February 2009, Cabinet approved a number of revisions to the document and recommended that if further minor amendments to the document are required following subsequent reviews, that the Service Director Development Control be granted delegated authority to implement such revisions in consultation with the responsible Cabinet Member.
- 3.3 The adopted document currently contains policy as well as procedure in respect of the Enforcement function. The main change proposed is to remove the procedural elements from the document and incorporate this information into a new staff handbook. This will make the document slimmer, easier for the public to navigate and also access the main information on how we will deal with their complaint.
- 3.4 Minor amendments have been made to Section 3.2 to reflect the Service Directors delegated powers and the recent legislative changes made by the Welsh Government that introduce a Temporary Stop Notice and Enforcement Warning Notice.
- 3.5 In Section 4.1 and 4.3 the emphasis on undertaking site visits and keeping complainants informed within particular time frames has been amended to

provide some flexibility taking account of staff shortages, holidays and busier periods where development is more concentrated i.e. during the summer months. Additional focus has also been placed on the customer, encouraging them to contact the investigating Officer for regular case updates.

- 3.6 Due to restraints it is recommended that Section 6 proactive monitoring is removed, but Officers will continue to be vigilant when out and about. This will free up opportunities to carry out future projects that could target specific developments in certain areas of the borough.
- 3.7 Amendments are also required in Section 7 as the 12 week performance indicator has been replaced by new Welsh Government Performance Indicators.

4. CONCLUSION

- 4.1 The proposed revisions will be beneficial to the continued delivery of the Council's planning enforcement function.