

## **Review Committee – 1 March 2016**

---

Minutes of the meeting of the **Review Committee** held on **1 March 2016** when there were present:-

Chairman for the meeting: Cllr D J Sperring

Cllr J D Griffin  
Cllr B T Hazlewood  
Cllr M Hoy  
Cllr J L Lawmon

Cllr Mrs C M Mason  
Cllr J R F Mason  
Cllr Mrs C A Pavelin  
Cllr Mrs M H Spencer

### **VISITING MEMBER**

Cllr M Maddocks

### **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Mrs L A Butcher, R R Dray, J H Gibson, J Hayter, G J Ioannou and M Webb.

### **OFFICERS PRESENT**

P Gowers – Overview and Scrutiny Officer  
M Power – Committee Administrator

### **33 MINUTES**

The Minutes of the meeting held on 2 February 2016 were agreed as a correct record and signed by the Chairman.

### **34 REVIEW OF PLANNING ENFORCEMENT**

Members considered the report of the Review Committee project team.

During discussion, the following was noted:

- There was concern as to how the reduction from the 362 enforcement cases outstanding at 16/12/14 to the 252 currently outstanding had been achieved. It was noted that after four years an enforcement case is written off and removed from the list of outstanding cases. It was hoped that officers would consider prioritising those cases that are within, say, six months of the expiry date.
- All enforcement cases, including minor infringements, will be recorded and included on the list.

## Review Committee – 1 March 2016

---

- Potentially, enforcement cases will arise from the new building that will be taking place in the District; however, it was anticipated that many of these could be dealt with in advance, before they became an issue. The enforcement team will monitor the compliance with planning conditions for new developments.
- It was confirmed that resident found to be in contravention of planning will be advised of any breach that is identified, however minor. Ward Members can ask for information on the action taken by the Enforcement team.

It was agreed that the quarterly report on outstanding enforcement cases being requested by the Committee should include the following information:

- Details of the breach of planning
- The Ward to which the breach relates
- The date the breach was added to the list, and the date that it will expire (statutorily this is four years if no enforcement notice has been issued)
- The action that is planned to be taken by officers
- The current stage of the enforcement process relating to the breach
- Closed cases and how resolution was achieved for each case

Members felt that it would be useful to receive an update on Planning Enforcement in three months' time, rather than six months as suggested in the report.

### **Recommended to the Executive**

- (1) That Members should receive a quarterly report on outstanding enforcement cases and that this report should include the following information:
  - Details of the breach of planning
  - The Ward to which the breach relates
  - The date the breach was added to the list, and the date that it will expire if no enforcement notice has been issued
  - The action that is planned
  - The current stage of the enforcement process relating to the breach
  - Closed cases and how resolution was achieved for each case.
- (2) That the performance indicators for Planning Enforcement are revisited to ensure they reflect current circumstances and practice.

### **Resolved**

That the Committee receives an update on Planning Enforcement in three months' time to examine what effect the new approach has had on the number of outstanding Planning Enforcement cases.

### **35 REVIEW OF THE COUNCIL'S ACTIONS PRIOR TO THE FIRE AT MICHELINS FARM ON 10 MARCH 2015**

Members considered the report of the Review Committee project team.

It was confirmed that if the land is sold the conditions/actions that need to be taken will remain the responsibility of the new landowner.

#### **Recommended to the Executive**

- (1) That a joint enforcement protocol is agreed with Essex County Council and the Environment Agency.
- (2) That a quarterly update on enforcement cases is presented to Full Council.

#### **Resolved**

- (1) That a report on the joint enforcement cases in the District including the one mentioned at the Review Committee meeting of 3 November 2015 be requested.
- (2) That an update on the current situation in respect of Michelins Farm and whether any enforcement notices are still current be requested.
- (3) That a further update in three months to establish if the tyres and other waste are being cleared from the site be requested.

### **36 KEY DECISIONS DOCUMENT**

The Committee considered the Key Decisions Document and noted its contents.

### **37 WORK PLAN**

The Committee considered and approved its Work Plan.

It is anticipated that Treasury Management will be included as an Agenda item for the Review Committee meeting on 12 April 2016.

Any Member suggestions for work items to be considered should be advised to the Overview and Scrutiny officer.

The meeting closed at 8.20 pm.

Chairman .....

Date .....

If you would like these minutes in large print, Braille or another language please contact 01702 318111.