



Surrey Heath Borough Council
Surrey Heath House
Knoll Road
Camberley
Surrey GU15 3HD
Telephone: (01276) 707100
Facsimile: (01276) 707177
DX: 32722 Camberley
Web Site: www.surreyheath.gov.uk

Division: Legal & Democratic Services
Please ask for: Eddie Scott
Direct Tel: 01276 707335
E-Mail: democratic.services@surreyheath.gov.uk

To: All Members of the **PLANNING APPLICATIONS COMMITTEE**

The following papers have been added to the agenda for the above meeting.

These planning updates were not available when the reports in the main agenda were originally prepared and supplement the information contained in those reports.

Yours sincerely

Damian Roberts

Chief Executive

PLANNING APPLICATIONS SUPPLEMENTARY INFORMATION

| | Pages |
|--------------------------------------|---------------|
| 4 Planning Enforcement Update | 3 - 12 |

This page is intentionally left blank

Monitoring Report

| | |
|-------------------|-----------|
| Portfolio: | Planning |
| Ward(s) Affected: | All Wards |

Purpose: As an information item providing an overview of function and performance of the Corporate Enforcement Service for the period 1st September 2021 – 31st December 2021

1. Key Issues

- 1.1 This report provides details on the performance of the Planning Enforcement Team for the third quarter (1st September 2021 to 31st December 2021). The previous monitoring update to the Planning Applications Committee was in October 2021 reporting on performance from 1st May 2021 to 31st August 2021.
- 1.2 The following matters will be discussed within the report:
- Enforcement Performance
 - Enforcement Notices issued
 - Compliance Officer Role
 - Retrospective Planning Applications
 - Uniform / Enterprise

2. Enforcement Performance

- 2.1 During the period in question, the Planning Enforcement Team, which is part of the wider Corporate Enforcement Team, investigated allegations of planning breaches, as shown below:

| | |
|--|-----------|
| Number of referrals received | 72 |
| No breach found | 19 |
| Breach resolved | 8 |
| Not expedient to pursue | 5 |
| Enforcement Notices issued | 4 |
| Requisition of Information Notices (PCN/S16/S330) issued | 2 |
| Planning applications received dealing with matters under investigation | 6 |
| Pending consideration | 33 |

3. Enforcement Notices Issued

- 3.1. Enforcement Notices were issued on the following premises:

1-23 St Georges Court, St Georges Road, Camberley, GU15 3QZ – ref: 21/0221/ENF

Enforcement Notice served on 15th November 2021 for:

It appears to the Council that the above breach of planning control has occurred within the last ten years.

On 19 October 2018 planning permission was granted referenced 18/0557, Condition 1 of this permission requires the following:

'The windows hereby permitted on the St Georges Road façade shall be completed and retained in double glazing with a specification of 10mm glass/14mm gap/4mm glass (28mm overall thickness) and fitted with acoustic trickle vents with an attenuation value of 40 dB, and subject to the provisions of condition 4, any existing glazing units on that elevation which do not satisfy this specification as a minimum, or are otherwise incorrectly installed, shall be replaced with units that do comply with this specification'

Condition 2 of this permission requires the following:

'The windows hereby permitted on the High Street façade shall be completed and retained in double glazing with a specification of 10mm glass/12mm gap/6.4mm glass (28.4mm overall thickness) and fitted with acoustic trickle vents with an attenuation value of 40 dB, and subject to the provisions of condition 4, any existing glazing units on that elevation which do not satisfy this specification as a minimum, or are otherwise incorrectly installed, shall be replaced with units that do comply with this specification'

It appears to the Council that condition 1 and 2 have not been complied with as the windows that remain within the development do not comply with the requirements of these conditions.

Enforcement Notice Effective 17 December 2021

Valid Appeal Lodged 17 December 2021 on ground (g) – 9 months compliance given, appellant requesting 2 years.

Written Representations.

3.2 **Graylands, Windlesham Road, Chobham, Surrey, GU24 8SN – ref: 20/137/ENF**

Enforcement Notice served on 12th November 2021 for:

It appears to the Council that the above breach of planning control has occurred within the last four years.

Without planning permission, the operational development consisting of a front boundary brick wall and associated wooden gates.

Enforcement Notice effective 17 December 2021

Valid appeal lodged 15 December 2021 on ground (f) – the requirements are excessive in removing the whole wall, appellant requesting to reduce to meet permitted development. And on ground (g) – 3 months compliance given appellant requesting 12 months.

Written Representations.

3.3 In total 2 Notices have been served on land known as 'Hall Grove Industrial Estate'

The matters which appear to constitute the breach of planning control are:

Hall Grove Farm Industrial Estate, Bagshot, Surrey, GU19 5HP – ref: 21/0059/ENF – (Notice A)

Without planning permission the installation of a hard surface and additional operational development, including the erection of a metal security fences in excess of 2metres and the erection of a two (2) storey building on the land, built from a combination of metal scaffolding materials and metal containers, to create a covered work area and site office.

Enforcement notice issued in the 23rd December 2021 and all served by the 4th January 2022.

(Unless an appeal is made beforehand) The Enforcement Notice becomes effective on the 7th February 2022. Time for compliance (2months)

Land lying to the East of Hall Grove Farm Industrial Estate, Bagshot, Surrey, GU19 5HP – ref: 21/0059/ENF – (Notice B)

Without planning permission the material change of use of the land to a commercial mixed use of General Industrial activities (B2) and Storage of plant/machinery (B8), with associated unauthorised engineering operations including the significant alteration of land levels, the erection of earth bunds in excess of 2metres, installation of a hard surface to facilitate the unauthorised use and additional operational development without planning permission including the erection of a fences in excess of 2metres.

Enforcement notice issued in the 23rd December 2021 and all served by the 4th January 2022.

(Unless an appeal is made beforehand) The Enforcement Notice becomes effective on the 7th February 2022. Time for compliance (3months).

Summary

The reasons for issuing the notice(s) can be summarised as simply; inappropriate development in the Greenbelt and the requirements are to demolish/remove the unauthorised work and restore the land to the state it was prior to the breach taking place.

3.4 **19 Bedford Avenue, Frimley Green, Camberley, GU16 6HP – ref: 20/0028/ENF**

Enforcement Notice served on 5th October 2021 for:

It appears to the Council that the above breach of planning control has occurred within the last ten years.

Without planning permission, the material change of use of the residential property to a mixed use of a residential property and a child care facility.

Enforcement Notice effective 5th November 2021.

Appeal not lodged

Compliance date 5th May 2022, however compliance has already been achieved.

4. Compliance Officer Role

- 4.1 As previously reported, the new role Planning Enforcement Officer (Compliance) was filled in September 2021. Unfortunately due to a large number of significant high priority urgent investigations in existence, to date the resource has been utilised in dealing with these investigations as a first priority.

The Team have made significant progress in reviewing the outstanding investigations and have moved into the New Year in a much better position, noting in particular the added temporary resource in the form of an additional Planning Enforcement Officer. Therefore, officers are now working to formally commence the Compliance role from the start new financial year.

5. Retrospective Planning Applications:

- 5.1 The Planning Team has been reviewing its practices around the dealing with retrospective planning applications. This process has highlighted the need for Planning Enforcement to be more involved from the outset to provide assistance to planning case officers and share any vital information where available/necessary. A new process has now been implemented to ensure that where appropriate, Enforcement Notices are issued in a timely manner for refused retrospective planning applications with a separate new expediency report template created.

6. Uniform / Enterprise

- 6.1 As previously reported the Uniform project is ongoing. Enterprise, an additional programme that runs alongside Uniform, the IT system the Planning Enforcement team use is in the process of being rolled out which will enable more complex reporting functionality. Consultants are visiting the Council between 12th – 18th January 2022. Consequently, a verbal update will be provided on the progress made and what this means for the Council.

7. Summary

- 7.1 With the additional resources now in place, the team have been concentrating on resolving the highest priority, often historic investigations as well as reviewing internal procedures to ensure that the planning / enforcement process is streamlined and efficient.

| | |
|---------------------------------|---|
| Author / Contact Details | Julia Greenfield Corporate Enforcement Manager |
| Head of Service | Head of Planning – Gavin Chinniah |

This page is intentionally left blank

By virtue of paragraph(s) 1, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank