

Enforcement Cases and Register

An enforcement case is a response to a suspected breach of planning control. An Enforcement Register is a Borough wide register that is publically available and contains details of formal enforcement action taken by the Council as Local Planning Authority against breaches of planning. The process of enforcement is a complaint is made, investigated and where a breach exists that cannot be addressed through negotiations and planning submission, formal action is taken against the owner of the land in question. The process of an enforcement register is determined by the Town and Country Planning Act 1990 (as amended) and the Town and Country Planning (Development Management Procedure) Order 2015 (as amended).

Enforcement provisions require Oadby and Wigston Borough Council keep details of the enforcement case confidential, except where a formal notice is served which is required to appear on the Enforcement Register or where an appeal is lodged against the notice or where legal action is taken in respect of the notice(s) served.

You will need to be aware that when an enforcement case is being processed by the Council as Local Planning Authority, any related documents or comments are stored in databases with hard copies until they're confidentially destroyed. They will be destroyed 3 years after compliance with the enforcement notice and retention policy. Any relevant documents or comments that you send to us are permanently kept. The Enforcement Register is only available to view by appointment at Oadby and Wigston Borough Council. To request an appointment relating to an enforcement register, please contact the Customer Service Team on (0116)2888961.

The information that is provided with the enforcement case and register will be processed by Oadby and Wigston Council, which is the 'data controller' for the purpose of the Data Protection Act.

The information provided for the enforcement cases and registers will be used to deal with the event of criminal proceedings when requested.

The retention of the data that is provided to the 'Enforcement' section will be determined by Oadby and Wigston Borough Councils retention policy. A copy of the retention schedule is available on the Council's website.

Information collected:

The main information collected includes, but is not limited to, the following;

- Name
- Address
- Telephone number(s)
- Email address
- photographs

Agencies we might share the information with:

The main agencies / organisations we may share information with are, but it is not limited to, the following;

- Judicial Agencies e.g. Courts
- Police
- Government departments
- Internal departments
- Educational providers
- Other local authorities
- Resilience forum
- Fire and rescue services
- Elected members
- The general public (via public registers)
- Contractors/ partners providing services on our behalf
- Funding bodies
- The environmental agency

Purpose for processing:

- Statutory requirements e.g. reporting to Government, public registers.
- Service improvement and planning.
- Regulatory, licensing and enforcement function
- Prevention and detection of Crime Financial transactions
- Research Inc. consultations
- Communications and Marketing

Lawful basis for processing:

- Legal obligation
- Vital Interest
- Public Task