

Monitoring of Regulation 3 (Schools) Development

Developments where planning permission has been given for substantial permanent external building works will be subject to a monitoring inspection undertaken by Planning Services on behalf of Children's Services. This inspection will be subject to a charge of £240.

For the purposes of this procedure, the definition of 'substantial' is the increase of internal floor space of a school or its facilities by means of construction. By this definition internal alterations, changes to windows, doors, ventilation and other such minor works will be excluded. Mobile classrooms will be excluded by virtue of being temporary.

The inspection will focus on compliance with all conditions attached to the planning permission and any non-compliance will have to be corrected or regularised by means of a further planning permission.

Developments that are excluded from the chargeable inspection regime may still be inspected but there would be no charge for the inspection. This would apply to developments where multiple temporary classrooms have been installed, substantial car park works have been undertaken or similar types of development.

Over the past 4 years the list of planning permissions that are subject to the charging regime has been updated every 6 months. I propose that, from now on, I will update the list with planning permissions that were granted in any one month on the 15th of the next month or my first working day thereafter. This will give our admin team time to get the planning permission loaded onto the computer system.

Having updated the list I will then e-mail each affected school with a copy of the planning permission and a covering memo advising them of the need to comply with the planning conditions and that an inspection will be taking place once the development is commenced. I will also highlight the charge to be levied. A draft of the memo is attached for comment.

This is the point at which the school should raise any objection to the fact that the development has been included in the list of chargeable visits.

Where possible, an appointment will be made with the school office prior to inspection. This generally ensures that the school will allow the officer onto the site without issue and, if required, allocate a member of staff to accompany the officer. This will also allow the inspecting officer to check that work has begun prior to going on site.

A single chargeable inspection will be required for smaller developments such as extensions, although a second non-chargeable visit may be required after completion of the development.

For major developments, such as new schools, two chargeable visits per year for the life of the construction phase will be required. A final chargeable visit to check completion and landscape implementation will also be required.

Failure to comply with all planning conditions could result in further chargeable visits being undertaken until full compliance is achieved. There will be a maximum of two chargeable visits per school in any one financial year.

Following inspection, a report will be written detailing the current state of the development, all conditions attached to the planning permission and stating whether compliance has been achieved. A summary will be noted at the bottom of the report to give the applicant an overview of what needs to be changed to achieve compliance and whether further chargeable visits are required.

Once the report has been completed, it will be sent to the school along with a copy of the planning permission.

An invoice will be raised for Children's Services.