

**Unauthorised encampment (UE)  
&  
Unauthorised developments (UD)  
Out of hours processes**

**To contact the Council out of normal working hours in an emergency (between 7pm and 8am every day, including bank holidays) please telephone us on 0300 123 7035.**

**Unauthorised Encampment**

This is where caravans/trailers and vehicles turn up on land without the owner's consent, either on public or private land – trespass is a civil offence

- **Call 101 and report to the police**
- **Call CWaC Out Of Hours service**
- **Fill in the online Unauthorised Encampment form on the CWaC website**

All UE's are dealt with by the Cheshire and Warrington Traveller Team (CWTT), during office hours.  
Out of hours they are monitored by Cheshire Police, who will visit and monitor the site. If there are problems (Anti-Social Behaviour or Criminality) the police will contact the landowner. If the encampment is on Council land the CWTT team manager will be contacted

For further information regarding powers available to both the council and the police please see the frequently asked questions on [Cheshire West and Chester website](#)

**Unauthorised Development**

Refers to a caravan/trailer or group of caravans/trailers on land owned (possibly developed) by Gypsies and Travellers without planning permission

- **Call 101 and report to the police**
- **Call CWaC out of hours service**

All UD's are dealt with by the Development Management Service, which is part of Planning.  
Once you have alerted the OOH's service a member of the Development Management team will be contacted.  
An initial site visit will be carried out and potentially a **Temporary Stop Notice** could be served.

Temporary stop notices are a powerful enforcement tool that allow local planning authorities to act quickly to address some breaches of planning control, such as unauthorised activities, where it is expedient to do so.