

ASSESSMENT FORM**TO BE COMPLETED BY AN OFFICER WHO HAS INSPECTED THE DEVELOPMENT**

All retrospective refusal of planning permission will automatically receive a full investigation – do not complete form.

Each new complaint will be allocated scores as set out below to assess its harm. The total will provide its harm score in which its priority will be based.

Where there is no breach of planning control found, the case will be closed accordingly.

Points Allocation			Score
1	Is the breach:	Worsening/ongoing (1) Stable(0)	1
2	Highway safety issue:	Yes (2) No (0)	0
3	Other safety issues:	Yes (2) No (0)	0
4	Causing a statutory or serious environmental nuisance:	Yes (1) No (0)	0
5	Complainant:	Immediate neighbour/staff(2) Other/Parish Council(1) Anonymous/malicious (0)	1
6	Time Table i.e. (estimated period left before enforcement action can no longer be taken and lawful use/development rights exist)	Less than 6 Months left (2) Greater than 1 year left (1) Not applicable (0) More than 3 months old (0)	1
7	Development Plan Policy Breach	Yes (1) No (0)	0
8	Is the harm:	Widespread (2) Local (1) None (0)	0
9	Irreversible harm:	Yes(2) No (0)	0
10	Intensity of activity	High(1) Low (0)	0
11	Breach of a planning condition	Yes(1) No (0)	0
12	Prolonged detriment to amenity	Yes(1) No (0)	0
13	Existing enforcement action	Yes(1) No (0)	0
14	Safety hazards(To be specified)	Yes(1) No (0)	0
15	Undesirable precedent (please provide details)	Yes(1) No (0) <i>Would not wish other operators to think this acceptable!</i>	1
16	Visiting Officer	<i>CLAIRE TOMLINSON.</i>	
TOTAL POINTS (HARM SCORE)			4