

APPENDIX 1

Date:

Officer:

Case Reference:

North West Leicestershire District Council - HARM Prioritisation Assessment Form

To be completed by the officer who has seen the development

Note: this form is only to be used when a breach has been identified

- All retrospective refusals of planning permissions and complaints received regarding illegal works to listed buildings, illegal advertisements, hedge removal and trees covered by a tree preservation order/conservation area will automatically receive a full investigation.
- Each new complaint will be allocated scores as set out to assess its harm. The total will provide its harm score from which its priority will be based.
- Where there is no breach of planning control found, the file will be closed accordingly.

Points allocation		Score
Is the breach:	worsening (1) Stable (0)	
Highway safety issue: New unauthorised driveway/fence/gateway leading onto highway or anything that may restrict visibility	Yes (1) No (0)	
Other safety issues: Danger to pedestrian traffic, unsafe practices, certain businesses operating from home ie food	Yes (1) No (0)	
Causing a (potential) statutory nuisance: Smoke, dust, noise etc	Yes (1) No (0)	
Complainant:	Immediate neighbour/staff (2) Member/Parish Council (2) Other (1)	
Age of breach:	Within 3 months of immunity (3) Less than 1 month old (2) More than 1 month old (1)	
Is the harm: Local would be harm to the immediate vicinity ie next door neighbours affected. Widespread would be immediate vicinity and surrounding area	Widespread (2) Local (1) None (0)	
Irreversible harm: Eg removal of trees or demolition of listed building with no option to retrieve materials ie gone to land fill	Yes (1) No (0)	
Breach of planning condition: This should relate to a breach of a condition on an existing PP or a breach of a condition forming part of the GPDO	Yes (1) No (0)	
Conservation area	Yes (1) No (0)	
Affecting the setting of a listed building	Yes (1) No (0)	
Special exercise This is where the breach is likely to score under 5 but the Council believe that the development is so harmful that it requires further investigation (If yes provide more details)	Yes (1) No (0)	
Sensitive site (if yes provide more details) Politically sensitive, contentious site. This is a discretionary score to utilise if needed.	Yes (1) No (0)	
Undesirable precedent We don't want more of these in the area or others copying i.e. extended gardens into fields behind, car sales from home etc If yes provide more detail	Yes (1) No (0)	
Total Points (HARM score)		

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- Only complaints which score 5 or above will be investigated further. Those with a lesser score will be informed of the breach/likely breach and invited to remedy/regularise it. In both cases the complainant will be notified of our actions.