

PRIORITISING ENFORCEMENT WORK

First Priority

- Breaches of listed building control where demolition is taking place.
- Breaches of control in a conservation area where irreparable damage to the character or appearance of a conservation area may be caused.
- Breaches of control involving trees within tree preservation orders where trees are under threat and are likely to be lost.
- All reports of unauthorised development which represent a serious danger to members of the public.

Second Priority

- Breaches of conditions which result in serious visual harm or result in serious loss of residential amenity.
- Breaches of control involving either listed buildings or sites in conservation areas not within the First Priority group.
- Breaches of the requirements of an Enforcement Notice or a Breach of Condition Notice.
- Unauthorised development which, without intervention, would otherwise be nearing immunity from enforcement action by virtue of either the 4 or 10 year immunity rules.
- Unauthorised advertisements which constitute a potential highway danger.
- Untidy sites which cause serious harm to visual amenity.
- All other breaches of control which would be contrary to the development plan, or other interest of acknowledged importance.

Third Priority

- Technical Breaches of Planning Control, including breaches of conditions, not resulting in serious visual harm or not resulting in serious loss of residential amenity.
- Unauthorised advertisements outside conservation areas and not within recognised shopping locations.
- Unauthorised development which, if retrospective planning permission were to be applied for, would comply with Local Plan policies and which is not about to become immune from enforcement action.
- Untidy sites which cause less harm to visual amenity.

Fourth Priority

- Disputes between neighbours or complaints about neighbours' property not resulting in harm to wider residential amenity.
- Unauthorised advertisements on business premises in shopping areas unless these result in a potential highway danger and unless they are harmful to a conservation area.

Prioritising Enforcement Work – Performance Measures/Targets

	Site Visit	Initial Assessment of alleged breach	Full assessment of breach and required action	*Reference to PSM for instructions for formal action
First Priority	Within 24 hours	3 days	5 days	10 days
Second Priority	5 days	7 days	12 days	20 days
Third Priority	10 days	15 days	30 days	40 days
Fourth Priority	15 days	20 days	35 days	45 days

- **Receipt of complaint = Day 0**
- **Figures in matrix represent working days from day 0**
- *** In accord with Enforcement Delegation Agreement (Minute PED/31 – 26.10.2000)**
- **All cases requiring Committee approval sought at earliest Committee available**