

APPENDIX A

PRIVATE SECTOR HOUSING - ENFORCED SALE PROCEDURE EMPTY PROPERTY RISK ASSESSMENT PROTOCOL

1. Is the house situated within a Housing Renewal or Regeneration area?

NO	0 points
YES	20 points

2. How long has the property been empty?

6 months	→	12 months	0 points
12 months	→	3 years	5 points
3 years +	→	5 years	10 points
5 years +			20 points

3. Does the current condition of the property impact on adjacent properties, resulting in disrepair/dampness and possible risk to health and safety of public or adjacent occupiers?

No	0
Minor	5
Medium	10
Major	20

Minor - Slight disrepair

Medium - More serious defects resulting in category 2 hazard

Major - Serious defects resulting in category 1 hazard

4. Is the property a source of verminous pests?

No	0
Minor	5
Medium	10
Major	20

Minor - Likely presence of vermin in the property, not yet clearly evidenced.

Medium - Some visual evidence of vermin particularly rats or mice, possibly affecting neighbours.

Major - Clear and repeated evidence of vermin affecting neighbours.

5. Does the property have gardens which are untended and unsightly?

No	0
Minor	5
Medium	10
Major	20

- Medium - Ground floor windows boarded up on the front, in view from the street, small amount of graffiti on the front fence. Serious dilapidation round the back, but only visible from one property at the rear. Other houses are generally in better condition.
- Major - Several windows to front and rear broken, collapsed fence panels, all visible from front street and rear access road. Most other houses are reasonably well maintained, although a few have fences in need of repair.

9. Number of complaints received about the property?

None	0
Isolated <5	5
Isolated >10	10
Multiple/frequent	20

10. How many Statutory Notices been served concerning this property?

Single notice not in last 12 months	5
Single notice in last 12 months	10
Multiple notices	20

11. Work in Default or Prosecution Action carried out?

Single action not in last 12 months	5
Single action in last 12 months	10
Multiple action	20

12. What is the amount of outstanding debt registered against the property?

< £200	0
£200 > £500	5
£500 > £1000	10
£1000 +	20