

Appendix 7

Dover District Council Welfare Assessment Form for Unauthorised Encampments within the District.

To be completed upon a site visit to the encampment by a suitably trained Community Services Officer, where possible a joint visit with Kent Police, Dover Community Safety Unit should be arranged and conducted to fill out this form.

This form should be taken each time a visit is conducted and updated where applicable.

One form to be completed for each family.

Date:	Time:
Location: Van Number on Plan	Site Visit Number:
Landowner if not DDC: If DDC state Land Registry No:	Description of land: (Highway, Unoccupied/occupied land)
Is site determined high risk? Yes/No	

Approx. number of persons present	
When are they leaving	
Reason for stay	
Any connections with the Dover District	

Name (If known)	Person details: DOB, Ethnicity, Religion, Disabilities

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Name	Welfare & Medical Needs, appointments booked where, when

How many children present?	
Any children attending school, if so where?	
Any children with specific needs?	
Any persons present that are pregnant, if so who and when is the due date?	

According to the interviewee(s) are there any reasons they should be allowed to remain?

If homeless status to be claimed please give details

Have any of the following been contacted and if so any comments from them: KCC Gypsy Liaison, KCC Education Welfare, KCC Social Services (Children & Families) District Health

Welfare Checks completed by:

Signed:

Date:

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Vehicles Present: Including: cars, caravans, motorhomes, trailers, horseboxes.	Details: Make, Model, Colour, Description, VRM

If complaints have been made give details:

Does presence raise any immediate health or safety threats? YES/NO If yes, give details:

Officers involved in visits:

Name(s):

[Decision Making]

I have read the enclosed report and have considered the same in conjunction with:

1. **Article 8 B Human Rights Act 1998 B Right to respect for private and family life**
2. **Article 14 B Human Rights Act 1998 B Prohibition of discrimination**
3. **Article 1 (First Protocol) Human Rights Act 1998 B Protection of property**
4. **Article 2 (First Protocol) Human Rights Act 1998 B Right to education**

and am of the opinion that:

1. No further action should be taken at this stage although the situation ☐
should be monitored; or
2. The rights of the local residents and/or the effect on local businesses ☐
are such that action should be taken immediately.

Signed: **Date:**

Position:

Decision:

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