

# FEES AND CHARGES REPORT

## APPENDIX E - LAND CHARGES SERVICES

### 1. Service Description

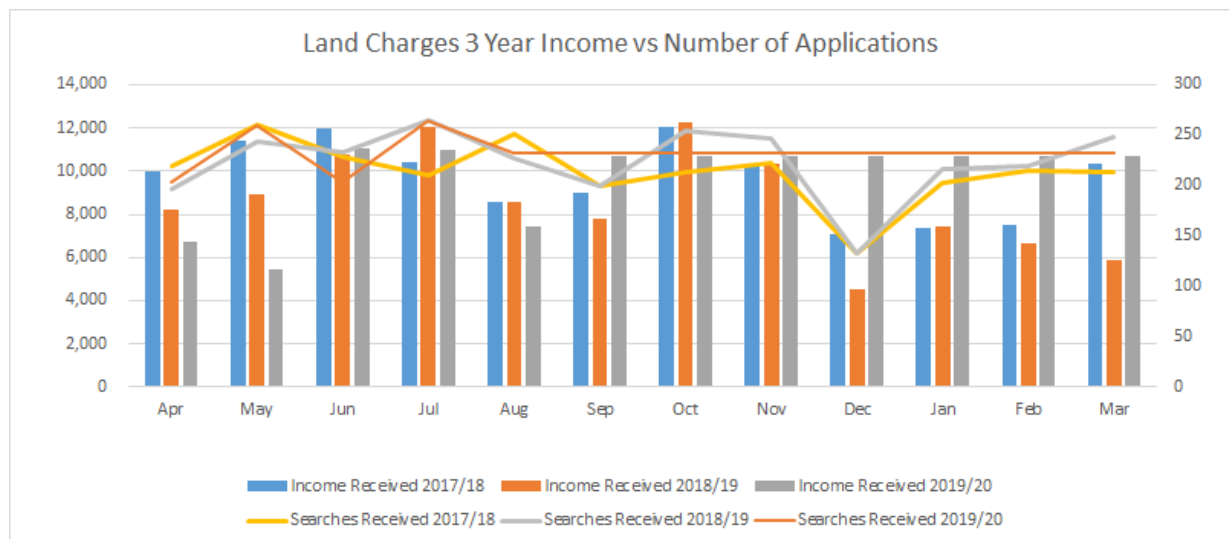
The provision of a public register in the Local Land Charges service is a statutory requirement that provides an income to the authority on a cost recovery basis. The service is a key part of the wider conveyancing process used to buy, sell re-mortgage etc. land and property within England and Wales.

Standard information is requested by conveyancers. This is split into two parts, information that is held within the register (statutory element) and information which forms part of the CON29, which makes reference to the contract that the Law Society and Local Authorities work under when requesting and providing this information.

There is a proposal within the new Infrastructure Act, to centralise the statutory element of the Local Land Charges search and make Land Registry responsible for administering the register. The Local Authority will retain liability and responsibility for information provided from the register.

### 2. Prior years analysis, current financial year projections

The graph below illustrates the volumes of searches over the last three financial years (please note 2019-20 is an estimate) and the levels of income achieved month by month.



Total income received previous three financial years against budget (2019-20 estimated)

	<b>Total</b>	<b>Budget</b>	<b>Under/(over)</b>
Income received 2017/18	115,905	117,400	1,495
Income received 2018/19	103,439	121,500	18,061
Income received 2019/20 (Forecast)	116,500	125,600	9,100

### 3. Pricing

The service has proposed an increase of 6% across all fees and charges within the service area. The resulting charges are consistent with benchmarking data for neighbouring Authorities.

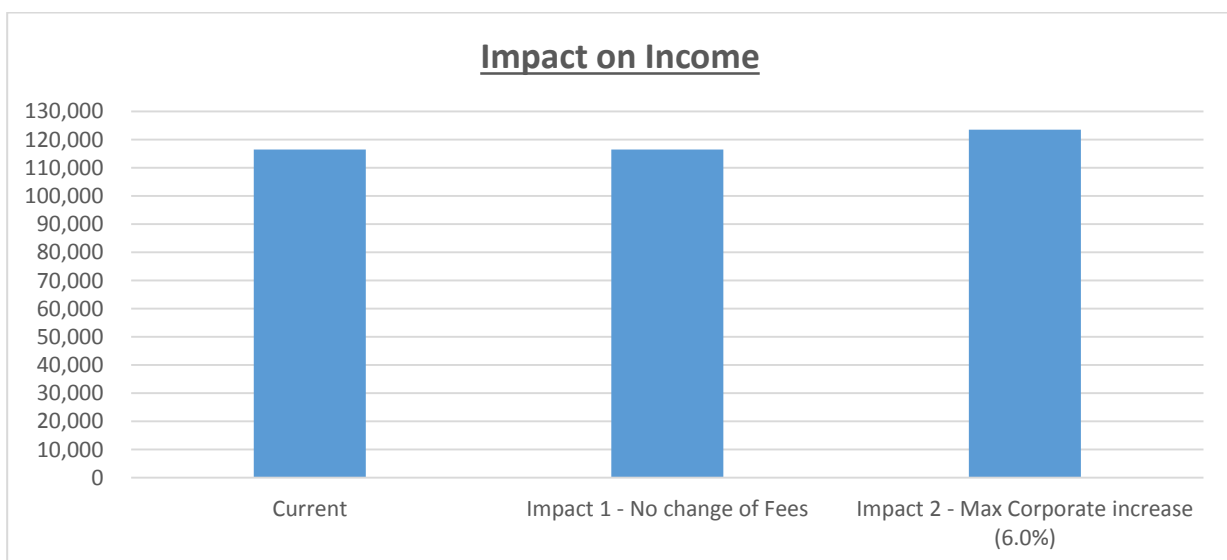
Impact on income of options for fees and charges;

Current	£116,500
Impact 1 - No change of Fees	£116,500
Impact 2 - Increase (6%)	£123,500
<i>Increase of:</i>	<i>£7,000</i>

Based on 19/20 estimate of volumes.

Procedures and processes have had a review for Land Charges in 2018/19 but further improvements are still required to provide a better more improved service to our customers.

Therefore we are proposing to increase fees by 6% for 2020/21.



### 4. Understanding Customers and Markets

The Local Land Charges service (LLC), over the years has achieved a reputation across the district as being a quality and accurate service. This reputation has been built, primarily, by one person, who has led the service with professionalism, attention to detail and a huge, in depth knowledge of this statutory provision.

A core group of customers have remained loyal to the service because of this, however there has been no formal attempt by the service to increase its market share due to the lack of resilience in service due to the antiquated process and procedures created by the paper based systems.

## **5. Proposed Charges**

For non-statutory charges the Land Charges Service proposes to apply an increase of 6%.

## **6. Recommendation**

Members are requested to recommend to Council the charges for 2020/21 as illustrated in the schedule below.

Prosperous Communities Committee

Land Charges

2019/20	Proposed Increase/decrease		2020/21	VAT Amount	2020/21 Charge Inc. VAT	VAT Rate
	£	% Type or £				

Access to data	Access to information not held on public registers (includes £5 admin fee)	£21.00	6%		£22.50	£0.00	£22.50	OS
	Cancellation Fee	£5.50	6%		£6.00	£0.00	£6.00	OS
LLC1:	Any one part of the register	£7.00	6%		£7.50	£0.00	£7.50	OS
	Whole of the register	£21.00	6%		£22.50	£0.00	£22.50	OS
	Per additional parcel (maximum of £16)	£1.00	6%		£1.00	£0.00	£1.00	OS
CON 29R	One parcel	£67.00	6%		£71.00	£14.20	£85.20	S
	Each additional parcel	£15.00	6%		£16.00	£3.20	£19.20	S
	Lincolnshire County Council Fee	£21.00	0%		£21.00	£4.20	£25.20	S
<b>CON 290</b>								
submitted with CON29R or LLC1	Each printed enquiry	£16.50	6%		£17.50	£3.50	£21.00	S
submitted on its own	Each printed enquiry	£16.50	6%		£17.50	£3.50	£21.00	S
Administration Fee		£12.00	6%		£12.50	£2.50	£15.00	S
Additional Enquiries *	Per additional enquiry	£28.50	6%		£30.00	£6.00	£36.00	S/O
Filing a definitive certificate of the Lands Tribunal		£3.00	6%		£3.00	£0.00	£3.00	OS
Office copy of any entry in the register (not including a copy or extract of any plan or document filed pursuant to these rules)	Fee set according to time and work involved							S

\* The VAT treatment of this supply will follow the treatment of the initial search (e.g. if CON29 it will be taxable, but if LLC1 it will be outside the scope)