

FEES AND CHARGES REPORT

APPENDIX 6 - LAND CHARGES SERVICES

1. Service Description

A Local Land Charge is required whenever a property is sold, purchased, leased or re-mortgaged. The charge reviews whether there are any restrictions or prohibitions on the property and whether it is subject to charge (if that charge has been registered). There are four main search types that show different types of information.

- **Local Land Charge Register Search (LLC1).** Provides information held in the Local Land Charges Register and covers any charges or attendant restrictions relating to the land or property in question. This information can include whether the property is a listed building or whether it is subject to a Tree Protection Order. These searches have now migrated to HM Land Registry.
- **CON29.** Provides answers to the property/land that only the Council hold information regarding. This can include recent statutory noise complaints or any road proposals and traffic schemes that affect the property.
- **Environment Information Regulations (EIR).** Provides environmental information held on Council records, for example information on Building Regulations.
- **Access to Raw Data.** Provides the same information as the EIR but is a charged search and the customer can request the information to be presented in a particular format.

As part of the new Infrastructure Act, the responsibility of administrating LLC1 searches has migrated to HM Land Registry. West Lindsey District Council have retained liability and responsibility for information provided from the register. The migration was implemented during 2023/2024.

2. Prior years analysis, current financial year projections

The table below illustrates the volumes of searches over the last three financial years, with a forecast for 2025/2026, and the income received.

| | 2022/23 Actual (£) | 2023/24 Actual (£) | 2024/25 Actual (£) | 2025/26 Forecast (£) |
|-------------------|-----------------------|-----------------------|-----------------------|----------------------------|
| Searches Received | 2,719 | 2,115 | 2,716 | 2,716 |
| Income Received | (104,022) | (82,238) | (103,575) | (118,500) |

The following table shows income received over the previous three financial years against budget, with a forecast for 2025/2026.

The migration of the LLC1 searches to HM Land Registry was due to take place before March 2022 and the income budget was reduced to reflect this through the 2022/2023 MTFP. The migration was delayed until April 2023, resulting in overachieved income during 2022/2023.

| Income achieved | 2022/23 Actual (£) | 2023/24 Actual (£) | 2024/25 Actual (£) | 2025/26 Forecast (£) |
|--------------------------------------|-----------------------|-----------------------|-----------------------|----------------------------|
| Land Charges Income | (104,022) | (82,238) | (103,575) | (118,500) |
| Budget | (87,200) | (92,800) | (106,400) | (118,500) |
| Income Achieved (Above)/Below Budget | (16,822) | 10,562 | 2,825 | - |

3. Pricing

The service has proposed an increase of inflation at 3.2% across most of the fees and charges within the service area. The resulting charges are consistent with benchmarking data for neighbouring Authorities.

4. Understanding Customers and Markets

Our average market share has previously been 21%. However, this included LLC1 searches that we no longer process. These searches are now dealt with by HM Land Registry. The market share in 2022/2023 which includes a small amount of LLC1 searches was 28%. The market share for 2024/2025 was 20.58%. We hope to achieve 29% share by the end of the year.

The income forecast included the Lincolnshire County Council (LCC) fee of £65 (net of VAT). This income offsets the pay overs made to LCC and accounts for 42% of the total income received.

5. Proposed Charges

The service has proposed an increase of inflation at 3.2% across most of the fees and charges within the service area. The resulting charges are consistent with benchmarking data for neighbouring Authorities.

6. Impact on Medium Term Financial Plan (MTFP)

There is no impact on the MTFP from the proposed increase in fees as the current income targets reflect expected demand at the new rates.

| | 2026/27 (£) | 2027/28 (£) | 2028/29 (£) | 2029/30 (£) | 2030/31 (£) |
|---|-------------|-------------|-------------|-------------|-------------|
| Current Budget in MTFP | (124,300) | (132,600) | (146,900) | (148,300) | (148,300) |
| Proposed Budget - Search Fee Income | (124,300) | (132,600) | (146,900) | (148,300) | (148,300) |
| Impact on MTFP 2026/27 Pressure/ (Saving) | - | - | - | - | - |

7. Recommendation

Members are requested to recommend to Council the charges for 2026/2027 as illustrated in the schedule below.

| |
|---------------------------|
| statutory/statutory range |
| non statutory |

Prosperous Communities Committee

Land Charges

| 2025/26 | Proposed Increase / (Decrease) | | 2026/27 | VAT Amount | 2026/27 Charge Inc. VAT | VAT Rate |
|---------|-----------------------------------|------|---------|---------------|-------------------------------|----------|
| | % Type | or £ | | | | |

| | | | | | | | | |
|------------------------|--|--------|------|-------|--------|--------|---------|-----|
| Access to data | Access to information not held on public registers (includes £5 admin fee) | £29.00 | 3.4% | £1.00 | £30.00 | £0.00 | £30.00 | OS |
| | Cancellation Fee | £7.75 | 3.2% | £0.25 | £8.00 | £0.00 | £8.00 | OS |
| CON 29R | One parcel | £86.08 | 3.2% | £2.75 | £88.83 | £17.77 | £106.60 | S |
| | Each additional parcel | £20.00 | 3.2% | £0.64 | £20.64 | £4.13 | £24.77 | S |
| | Lincolnshire County Council Fee** | £65.00 | 0.0% | £0.00 | £65.00 | £13.00 | £78.00 | S |
| CON 29O | | | | | | | | |
| submitted with CON29R | Each printed enquiry | £24.17 | 3.4% | £0.83 | £25.00 | £5.00 | £30.00 | S |
| submitted on its own | Each printed enquiry | £24.17 | 3.4% | £0.83 | £25.00 | £5.00 | £30.00 | S |
| Administration Fee | | £15.83 | 3.2% | £0.50 | £16.33 | £3.27 | £19.60 | S |
| Additional Enquiries * | Per additional enquiry | £39.00 | 3.2% | £1.25 | £40.25 | £8.05 | £48.30 | S/O |
| | Office copy of any entry in the register (not including a copy or extract of any plan or document filed pursuant to these rules) | | | | | | | 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)

** Set by Lincolnshire County Council