

FEES AND CHARGES REPORT

APPENDIX E - LAND CHARGES SERVICES

1. Service Description

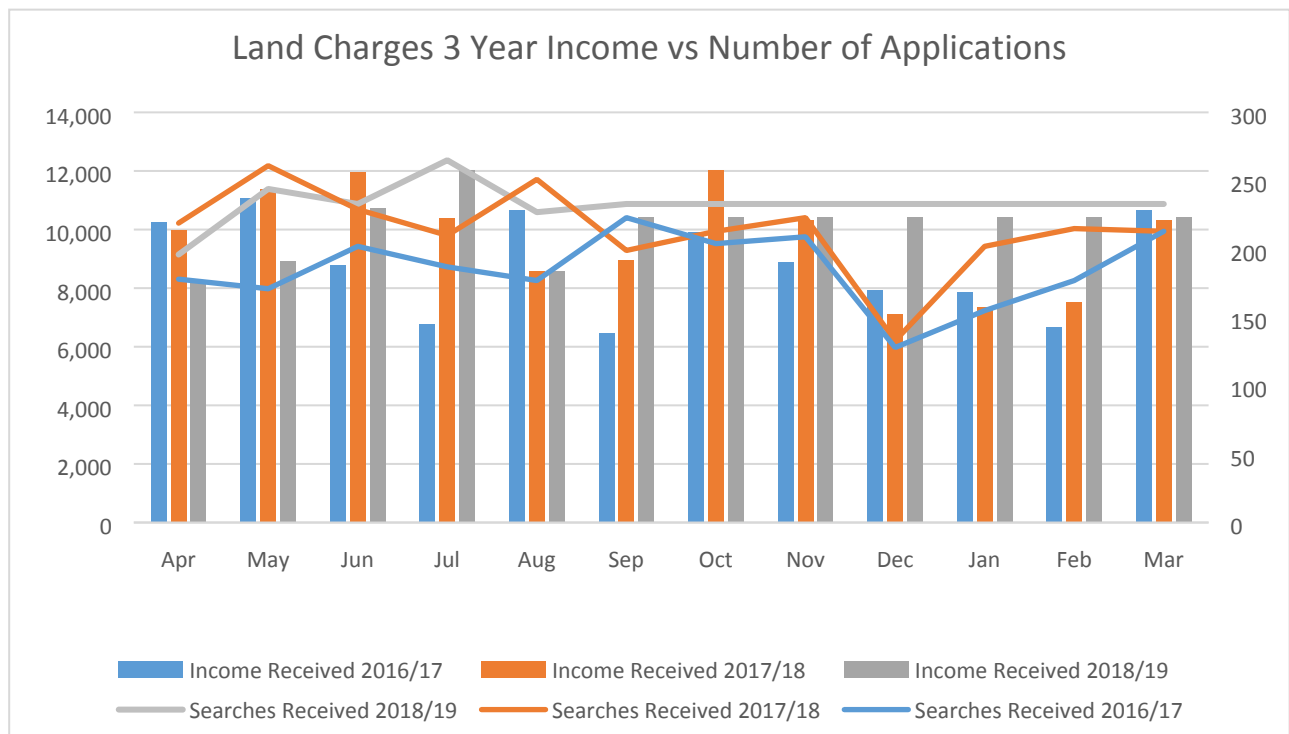
The provision of a public register in the Local Land Charges service is a statutory requirement that provides an income to the authority on a cost recovery basis. The service is a key part of the wider conveyancing process used to buy, sell re-mortgage etc. land and property within England and Wales.

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 2018-19 is an estimate) and the levels of income achieved month by month.



Total income received previous three financial years against budget (2018-19 estimated)

	Total	Budget	Under/(over)
Income received 2016/17	105,938	125,000	19,062
Income received 2017/18	115,905	117,400	1,495
Income received 2018/19	111,800	121,500	9,700

3. Pricing

The service has proposed an increase of 3.4% across all fees and charges within the service area.

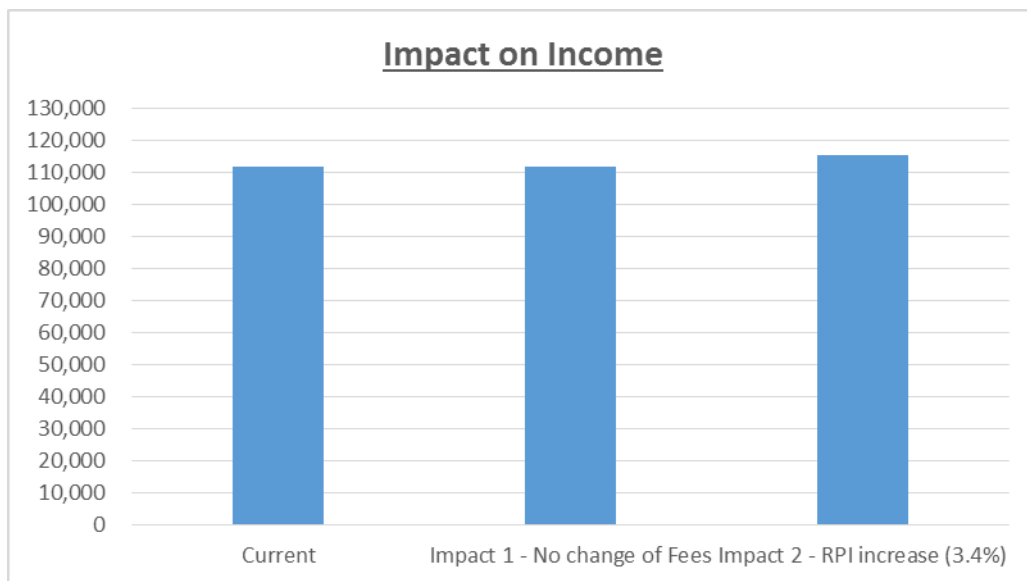
Impact on income of options for fees and charges

Current	111,800
Impact 1 - No change of Fees	111,800
Impact 2 - RPI increase (3.4%)	115,601

Based on 18/19 estimate.

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 so an in depth review will be undertaken in 2019/20 ready for setting fees in 2020/21.

Therefore we are proposing to only increase fees by RPI for 2019/20.



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 equivalent to RPI (3.4%).

6. Recommendation

Members are requested to recommend to Council the charges for 2019/20 as illustrated below with further work to be undertaken prior to 2020/21 fee setting.

Prosperous Communities Committee		Land Charges						
		2018/19	Proposed Increase	2019/20	VAT Amount	2019/20 Charge inc. VAT	VAT Rate	
		£	% Type	or £	£	£	£	
Access to data	Access to information not held on public registers (includes £5 admin fee)	£20.20	3.40%		£21.00	£0.00	£21.00	OS
	Cancellation Fee	£5.40	3.40%		£5.50	£0.00	£5.50	OS
LLC1:	Any one part of the register	£6.60	3.40%		£7.00	£0.00	£7.00	OS
	Whole of the register	£20.20	3.40%		£21.00	£0.00	£21.00	OS
	Per additional parcel (maximum of £16)	£1.20	3.40%		£1.00	£0.00	£1.00	OS
CON 29R	One parcel	£64.60	3.40%		£67.00	£13.40	£80.40	S
	Each additional parcel	£14.30	3.40%		£15.00	£3.00	£18.00	S
	Lincolnshire County Council Fee *	£21.00	3.40%		£21.50	£4.30	£25.80	S
CON 29O	submitted with CON29R or LLC1	£16.00	3.40%		£16.50	£3.30	£19.80	S
	submitted on its own	£16.00	3.40%		£16.50	£3.30	£19.80	S
	Administration Fee	£11.40	3.40%		£12.00	£2.40	£14.40	S
Additional Enquiries	Per additional enquiry	£27.60	3.40%		£28.50	£5.70	£34.20	S
Filing a definitive certificate of the Lands Tribunal		£2.70	3.40%		£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						OS

* Please note: LCC have not as yet advised if this fee is to change. Any change in cost will be passed on to the purchaser