

Local Land Charges - Search Request Order Form

Section 1 – Applicant Details			
Name			Company Name
Address	Secondary Name/No. Primary Name/No. Street. Town. Post Code.		
Telephone No			Your Ref
Email address			Date of request

Section 2 – Description of property/land to be searched against	
Secondary Name/No. Primary Name/No. Street. Town. Post Code Please provide a plan of the site to be searched.	For Flats , please provide details of floor level within building eg Basement, Ground, First etc

Section 3 – Request type of Search		Residential Fee	Vat	Total	Tick	Commercial Fee	Vat	Total	Tick
LLC1 – Official Search of the Land Charges Register									
In the whole of the Register		£26.00	N/A	£26.00		£26.90	N/A	£26.90	
Each additional parcel	No.	£11.50	N/A	£11.50		£11.90	N/A	£11.90	

CON29 – Official Search (does not include LLC1)									
Full Official Search		£78.33	£15.67	£94.00		£81.08	£16.22	£97.30	
Each additional parcel	No.	£11.67	£2.33	£14.00		£12.07	£2.41	£14.48	

Additional Enquiries (please supply questions on separate sheet)			
Additional enquiries	No.		£TBA (VAT does not apply)

CON290 – Optional Enquiries									
<i>This is an official tailored report for component data requests, prepared by the Council's Land Charges Team.</i>									
Administration Charge (see note 1 below)		£8.33	£1.67	£10.00		£8.33	£1.67	£10.00	
4	Road proposals by private bodies	£8.33	£1.67	£10.00		£8.62	£1.72	£10.34	
5	Advertisements	£4.17	£0.83	£5.00		£4.31	£0.86	£5.17	
6	Completion notices	£4.17	£0.83	£5.00		£4.31	£0.86	£5.17	
7	Parks and countryside	£8.33	£1.67	£10.00		£8.62	£1.72	£10.34	
8	Pipelines	£4.17	£0.83	£5.00		£4.31	£0.86	£5.17	
9	Houses in multiple occupation	£4.17	£0.83	£5.00		£4.31	£0.86	£5.17	
10	Noise abatement	£4.17	£0.83	£5.00		£4.31	£0.86	£5.17	
11	Urban development areas	£8.33	£1.67	£10.00		£8.62	£1.72	£10.34	
12	Enterprise zones	£8.33	£1.67	£10.00		£8.62	£1.72	£10.34	
13	Inner urban improvement areas	£4.17	£0.83	£5.00		£4.31	£0.86	£5.17	
14	Simplified planning zones	£1.67	£0.33	£2.00		£1.73	£0.35	£2.08	
15	Land maintenance	£4.17	£0.83	£5.00		£4.31	£0.86	£5.17	
16	Mineral consultation areas	£1.67	£0.33	£2.00		£1.73	£0.35	£2.08	
17	Hazardous substance contents	£4.17	£0.83	£5.00		£4.31	£0.86	£5.17	
18	Environmental and pollution notices	£8.33	£1.67	£10.00		£8.62	£1.72	£10.34	
19	Food safety notices	£8.33	£1.67	£10.00		£8.62	£1.72	£10.34	
20	Hedgerow notices	£1.67	£0.33	£2.00		£1.73	£0.35	£2.08	
21	Flood defence and Land Drainage Consents	£8.33	£1.67	£10.00		£8.62	£1.72	£10.34	
22	Common Land and Town & Village Greens.	£8.33	£1.67	£10.00		£8.62	£1.72	£10.34	
Each additional parcel	No.	£11.67	£2.33	£14.00		£12.07	£2.41	£14.48	

Personal Search of the Land Charges Register	
In the whole or any part of the Register	No Charge

CON29 – Requests for responses to individual questions	
<i>This is an official tailored report for component data requests, prepared by the Council's Land Charges Team. Please refer to our "Access to Information" guidance document to obtain details of how to view the Public Registers and other CON29 information free of charge in order to undertake a personal search. This document can be found at https://www.wirral.gov.uk/planning-and-building/searches-land-charges.</i>	

Questions		Residential Fee	VAT	Total	Tick	Commercial Fee	VAT	Total	Tick	
Administration Charge (<i>see note 1 below</i>)		£4.08	£0.82	£4.90		£4.08	£0.82	£4.90		
1.1(a) to 1.1(i)	Planning and building decisions and pending applications	£3.33	£0.67	£4.00		£3.45	£0.69	£4.14		
1.1(j) to 1.1(l)	Planning and building decisions and pending applications	£4.17	£0.83	£5.00		£4.37	£0.87	£5.24		
1.2	Planning designations and proposals	£0.83	£0.17	£1.00		£0.85	£0.17	£1.02		
2.1(a) to (d)	Roadways, footways and footpaths	£5.00	£1.00	£6.00		£5.18	£1.04	£6.22		
2.2 – 2.4	Public rights of way	£5.00	£1.00	£6.00		£5.18	£1.04	£6.22		
3.1	Land required for public purposes	£0.83	£0.17	£1.00		£0.85	£0.17	£1.02		
3.2	Land to be acquired for road works	£1.67	£0.33	£2.00		£1.72	£0.34	£2.06		
3.3(a) to (c)	Drainage matters	£6.67	£1.33	£8.00		£6.91	£1.38	£8.29		
3.4(a) to (f)	Nearby road schemes	£5.00	£1.00	£6.00		£5.18	£1.04	£6.22		
3.5(a) to (b)	Nearby railway schemes	£2.50	£0.50	£3.00		£2.59	£0.52	£3.11		
3.6(a) to 3.6(l)	Traffic schemes	£10.00	£2.00	£12.00		£10.35	£2.07	£12.42		
3.7(a) to 3.7(g)	Outstanding notices	£9.17	£1.83	£11.00		£9.49	£1.90	£11.39		
3.8	Contravention of building regulations	£0.83	£0.17	£1.00		£0.85	£0.17	£1.02		
3.9(a) to 3.9(n)	Notices, orders, directions and proceedings under Planning Acts	£12.50	£2.50	£15.00		£12.94	£2.59	£15.53		
3.10 (a) to (h)	Community infrastructure levy (CIL)	£0.83	£0.17	£1.00		£0.85	£0.17	£1.02		
3.11(a) to (b)	Conservation area	£1.67	£0.33	£2.00		£1.72	£0.34	£2.06		
3.12	Compulsory purchase	£1.67	£0.33	£2.00		£1.72	£0.34	£2.06		
3.13 (a) to (c)	Contaminated land	£3.33	£0.67	£4.00		£3.45	£0.69	£4.14		
3.14	Radon gas	£1.67	£0.33	£2.00		£1.72	£0.34	£2.06		
3.15 (a) to (b)	Assets of Community Value	£1.67	£0.33	£2.00		£1.72	£0.34	£2.06		
Each additional parcel		No.		£11.67	£2.33	£14.00		£12.07	£2.41	£14.48

Total Fee Enclosed

£

Notes:

- 1). Please note that the Administration charge for CON29 and CON290 requests, will only apply if these requests are not raised at the same time as a LLC1 or CON29 request.
- 2). **PAYMENTS:**
 - Online payments - on wirral.gov.uk's homepage choose 'Make a payment' - select 'Pay online by card' - select 'Other Payments' - select 'Land Charges' – in reference put "address of search"
 - Phone payments - with credit or debit card – 0151-691-8450
 - Cheques - made payable to Wirral Council.
- 3). All Official searches to be accompanied by appropriate Law Society compliant forms.
- 4). Additional charges will be made for any copies of documents which may be required. i.e completion certificates
- 5). We are not able to accept cancellations or amendments to search requests once we have started work on these.
- 6). Please allow up to 10 working days for completion of any normal search request. Should your enquiries be of a more complex nature, a member of the Land Charges team will notify you of any likely delays.

Contact us:

Wirral Council
 Regeneration and Place Directorate PO Box 290
 Brighton St Wallasey CH27 9FQ
 or
 email: landcharges@wirral.gov.uk
 or
 telephone no: 0151-691-8450