



REIGATE & BANSTEAD BOROUGH COUNCIL

SCHEDULE OF REGISTERS / INFORMATION FOR LOCAL SEARCH ENQUIRIES

Information Note in accordance with "Good Practice Guidance for Local Authorities and Personal Searchers"
(which was published January 2008)

The Highways Information required to answer the Highways CON29R enquires can be obtained by contacting Surrey County Council Highways Information team - a fee will be payable for this service - for more information call them on 020 8541 8926.

The Local Land Charges Register at Reigate & Banstead Borough Council is held in electronic format. The Personal Search of the Local Land Charges Register will be conducted on your behalf by our staff and a printout of all Local Land Charges will be provided for the Personal Search agent to copy or purchase for £6.00. Other search information required to complete form CON29R is held in a variety of methods, including Pre-unrefined and Unrefined formats.

Personal Searches must be booked in advance by telephoning any member of the Land Charges Section on 01737 276065 or 01737 276068.

Please contact the Land Charges section when booking in your personal search to also book the Con 29R questions that you wish to ask. These will then be passed on to relevant departments informing them of the properties and questions required. The fee for the question can then be taken centrally by Land Charges.

Comments and suggestions about the service should be made to David Smith, Senior Land Charges Officer, Reigate & Banstead Borough Council, Town Hall, Castlefield Road, Reigate, RH2 0SH. If you have a complaint, our complaints procedure is explained at reigate-banstead.gov.uk.

For information regarding Radon Gas, please contact Radon Studies, Health Protection Agency, Radiation Protection Division, Chilton, Didcot, Oxon, OX11 0RQ.

Fees

Personal Search £11 (Prescribed by Ministry of Justice)
Additional parcel fee for a Personal Search £1 (to a maximum of £16) (prescribed)
Other Con29R data – £various - Please see fees in the schedule below

Payments can currently only be made by cheque or cash.

Enquiry	Registers/Information Available	Requirements for advance notice of Appointments	Cost of access
1. PLANNING & BUILDING REGULATIONS			
<p>1.1 Decisions and Pending Applications Which of the following relating to the property have been granted, issued or refused or (where applicable) are the subject of pending applications –</p> <p>(a) a planning permission; (b) a listed building consent; (c) a conservation area consent; (d) a certificate of lawfulness of existing use or development; (e) a certificate of lawfulness of proposed use or development;</p> <p>(f) building regulation approval; (g) building regulation completion certificate; (h) any building regulations certificate or notice issued in respect of work carried out under a competent person self-certification scheme?</p>	<p>(a) – (e) This information is available dating back to 1974.</p> <hr/> <p>(f) – (g) not on public registers. (If you require copies of certificates, these are available directly from Building Control at a cost of £10; however pre-1991 applications will attract a research fee of £40.)</p> <p>(h) Certificates/notices not issued by RBBC.</p>	<p>This information will be automatically prepared for you for every Personal Search that you book.</p> <hr/> <p>Please request direct to Land Charges at time of Personal Search appointment. The question(s) will then be forwarded to Building Control.</p>	<p>(a) – (e) Free to copy down. However £1 - £5 (dependent on size of document) to purchase.</p> <hr/> <p>(f) £9.20 (g) £2.30 (h) –</p> <p><u>TOTAL (f) – (g) £11.50</u></p>
<p>1.2 Planning Designations and Proposals What designations of land use for the property or the area, and what specific proposals for the property are contained in any existing or proposed development?</p>	<p>This information is available by consulting public local plans. The Reigate & Banstead Local Plan is also available to view on the web.</p>	<p>No appointment necessary to view the Reigate & Banstead local plan in Reception. Available during the Council's normal working hours. It is also available in Land Charges for inspection at time of Personal Search.</p>	<p>Free of charge for inspection.</p>

3. OTHER MATTERS

INFORMATIVE : Schedule 8 of the HIP Regulations states in Part 1 Section 2(3) that paragraphs 6-18 of the Regulations (**CON29R Questions 3.1 – 3.13**) only relate to matters which are **NOT** entered onto the appropriate Local Land Charges Register.

<p>3.1 Land Required for Public Purposes Is the property included in land required for public purposes?</p>	<p>This information is available by consulting public local plan. The Reigate & Banstead Local Plan is also available to view on the web.</p>	<p>No appointment necessary to view the Reigate & Banstead Local Plan in Reception. Available during the Council's normal working hours. Also available in Land Charges for inspection at time of Personal Search.</p>	<p>Free of charge for inspection.</p>
<p>3.2 Land to be Acquired for Road Works Is the property included in land to be acquired for road works?</p>	<p>This information is only available directly from Surrey County Council; highways authority for this area. E-mail: personal.searches@surreycc.gov.uk</p>	<p>Please contact Surrey County Council</p>	<p>Please contact Surrey County Council</p>
<p>3.3 Drainage agreements and consents Do either of the following exist in relation to the property? (a) an agreement to drain buildings in combination into an existing sewer by means of a private sewer (b) an agreement or consent for (i) a building, or (ii) extension to a building on the property, to be built over, or in the vicinity of a drain, sewer or disposal main.</p>	<p>(a) and (b) This information is available directly from Thames Water or in the case of an agreements registered in the Local Land Charges Register this will be shown at part 3(b) of the schedule.</p>	<p>Please contact Thames Water.</p>	<p>Please contact Thames Water.</p>
<p>3.4 Nearby Road Schemes Is the property (or will it be) within 200 metres of any of the following:- (a) the centre line of a new trunk road or special road specific in an order, draft order or scheme; (b) the centre line of a proposed alteration or improvement to an existing road involving construction of a subway, underpass, flyover, footbridge, elevated road or dual carriageway; (c) the outer limits of construction works for a proposed alteration or improvement to an existing road, involving (i) the construction of a roundabout (other than a mini roundabout) or (ii) widening by</p>	<p>This information is only available directly from Surrey County Council; highways authority for this area. E-mail: personal.searches@surreycc.gov.uk</p>	<p>Please contact Surrey County Council</p>	<p>Please contact Surrey County Council</p>

<p>construction of one or more additional traffic lanes;</p> <p>(d) the outer limits of (i) construction of a new road to be built by a local authority; (ii) an approved alteration or improvement to an existing road involving construction of a subway, underpass, flyover, footbridge, elevated road or dual carriageway; or (iii) construction of a roundabout (other than a mini-roundabout) or widening by construction of one or more additional traffic lanes;</p> <p>(e) the centre line of the proposed route of a new road under proposals published for public consultation; or</p> <p>(f) the outer limits of (i) construction of a proposed alteration or improvement to an existing road involving construction of a subway, underpass, flyover, footbridge, elevated road or dual carriageway; (ii) construction of a roundabout (other than a mini roundabout) or (iii) widening by construction of one or more additional traffic lanes under proposals published for public consultation?</p>			
<p>3.5 Nearby Railway Schemes Is the property (or will it be) within 200 metres of the centre line of a proposed railway, tramway, light railway or monorail?</p>	<p>This information is only available directly from Surrey County Council; highways authority for this area. E-mail: personal.searches@surreycc.gov.uk</p>	<p>Please contact Surrey County Council</p>	<p>Please contact Surrey County Council</p>
<p>3.6 Traffic Schemes Has a local authority approved but not yet implemented any of the following for the roads, footways and footpaths (named in Box B) which abut the boundaries of the property:-</p> <ul style="list-style-type: none"> (a) permanent stopping up or diversion (b) waiting or loading restrictions (c) one way driving (d) prohibition of driving (e) pedestrianisation (f) vehicle width or weight restriction 	<p>This information is only available directly from Surrey County Council; highways authority for this area. E-mail: personal.searches@surreycc.gov.uk</p>	<p>Please contact Surrey County Council</p>	<p>Please contact Surrey County Council</p>

<p>(g) traffic calming works including road humps (h) residents parking controls (i) minor road widening or improvement (j) pedestrian crossings (k) cycle tracks; or (l) bridge building?</p>			
<p>3.7 Outstanding Notices Do any statutory notices which relate to the following matters subsist in relation to the property other than those revealed in a response to any other enquiry in this Schedule:- (a) building works; (b) environment; (c) health and safety; (d) housing; (e) highways; (f) public health?</p>	<p>(a) Notices not issued by RBBC. (b) – (d) & (f) Information taken from that particular department at the Town Hall. (e) This information is only available directly from Surrey County Council; highways authority for this area. E-mail: personal.searches@surreycc.gov.uk</p>	<p>Please request direct to Land Charges at time of Personal Search appointment. The question(s) (apart from 3.7e) will then be forwarded to the following:-</p> <p>(a) - (b) Environmental Protection. (c) Health & Safety – Environmental Health. (d) Private Sector Housing - Housing (e) Please contact Surrey County Council (f) Food Safety – Environmental Health</p>	<p>(a) - (b) £1.92 (c) £1.92 (d) £3.41 (e) Surrey County Council (f) £1.92</p> <p><u>TOTAL (b)-(d) and (f) £9.17</u></p>

<p>3.8 Contravention of Building Regulations Has the local authority authorised in relation to the property any proceedings for the contravention of any provision contained in Building Regulations?</p>	<p>Not applicable at RBBC.</p>	<p>-</p>	<p>-</p>
<p>3.9 Notices, Orders, Directions and Proceedings under Planning Acts Do any of the following subsist in relation to the property, or has any local authority decided to issue, serve, make or commence any of the following:- (a) enforcement notice (b) stop notice (c) listed building enforcement notice (d) breach of condition notice (e) planning contravention notice (f) other notice relating to breach of planning control (g) listed building repairs notice (h) in the case of a listed building deliberately allowed to fall into disrepair, a compulsory purchase order with a direction for minimum compensation (i) building preservation notice (j) direction restricting permitted development (k) order revoking or modifying a planning permission (l) order requiring discontinuance of use or removal of building or works (m) tree preservation order (n) proceedings to enforce a planning agreement or planning contribution</p>	<p>From Development Control To clarify - these enquiries are in respect of matters which are NOT entered onto the Local Land Charges Register</p>	<p>Please request direct to Land Charges at time of Personal Search appointment. The question(s) will then be forwarded to Development Control.</p>	<p>(a) £3.26 (b) £3.26 (c) £3.26 (d) £3.26 (e) £3.26 (f) £3.26 (g) £3.26 (h) £3.26 (i) £3.26 (j) £2.99 (k) £1.91 (l) £3.26 (m) £3.05 (n) £3.26 <u>TOTAL (a)-(n) £43.81</u></p>

<p>3.10 Conservation Areas Do the following apply in relation to the property:- (a) the making of the area a Conservation Area before 31 August 1974; or (b) an unimplemented resolution to designate the area a Conservation Area?</p>	<p>(a) These are registered in Local Land Charges for this Borough. (b) Information taken from Development Control.</p>	<p>Please request direct to Land Charges at time of Personal Search appointment. The question(s) will then be forwarded to Development Control.</p>	<p>(a) £2.99 (b) £2.99 <u>TOTAL (a)-(b) £5.98</u></p>
<p>3.11 Compulsory Purchase Has any enforcement order or decision been made to compulsorily purchase or acquire the property?</p>	<p><u>In respect of orders or decisions made by Surrey County Council:</u> This information is available directly from Surrey County Council; highways authority for this area. E-mail: personal.searches@surreycc.gov.uk</p> <hr/> <p><u>In respect of all other orders or decisions</u> Available on request in Local Land Charges.</p>	<p>Please contact Surrey County Council</p> <hr/> <p>Please request at time of Personal Search appointment.</p>	<p>Please contact Surrey County Council</p> <hr/> <p>£0.99</p>
<p>3.12 Contaminated Land Do any of the following apply (including any relating to land adjacent to or adjoining the property which has been identified as contaminated land because it is in such a condition that harm or pollution of controlled waters might be caused on the property):- (a) a contaminated land notice; (b) In relation to a register maintained under section 78R of the Environmental Protection Act 1990:- (i) a decision to make an entry; or (ii) an entry; or (c) Consultation with the owner or occupier of the property conducted under section 78G(3) of the Environmental Protection Act 1990</p>	<p>(a) and (b)(ii) A 'contaminated land notice' is taken to mean an incorrect reference to remediation notice under Part IIA of the EPA 1990. No notices of this nature have been served. Where an entry is placed on the register then it will appear on the web site and is accessible free of charge. In carrying out its duties the Council is compiling information about land. This information does not necessarily indicate</p>	<p>If you require a report on the information that we hold on for a specific site about the quality of the land and certain matters that could affect its quality then please see our website: http://www.reigate-banstead.gov.uk/public/Environment/EH/EP/Information or contact the Environmental Protection Team Administrator on 01737 276406</p>	<p>The cost of this is £60 per hour. Requests will be considered and a quote provided as each site and each request is different. Upon receipt of payment the report will be produced in 20 working days.</p>

<p>before the service of a remediation notice?</p>	<p>that land is contaminated in any sense, but it is information that will be used to assist in determining which land should be inspected first. This information includes historic land uses and reports of various detail about what occurred at the site.</p> <p>There are currently no sites that meet the statutory definition of contaminated land under Part IIA of the EPA 1990.</p> <hr/> <p>(b)(i) and (c) Available by tailored report only. The information needs to be accessed as described in column to the right and this authority will take into consideration any exclusions or exemptions to the release of environmental and personal information.</p> <p>If these enquiries are made as a result of a land transaction then the purchaser should ask specific questions of the vendor in connection with the quality of the land.</p>		
<p>3.13 Radon Gas Do records indicate that the property is in a “Radon Affected Area” as identified by the Health Protection Agency?</p>	<p>This information is available from the Health Protection Agency: Radon Survey, Health Protection Agency, Centre for Radiation, Chemical and Environmental Hazards, Chilton, Didcot, Oxon, OX11 0RQ. Telephone: 01235 822622. Web: www.hpa.org.uk.</p>	<p>Please contact Radon Survey at the Health Protection Agency.</p>	<p>Please contact Radon Survey at the Health Protection Agency.</p>

TOTAL = £71.45

USEFUL CONTACTS:

<p>Reigate & Banstead Borough Council</p> <p>The Town Hall Castlefield Road Reigate Surrey RH2 0SH</p> <p>DX 54102 Reigate 2</p> <p>Tel: 01737 276000 Fax: 01737 276070 E-mail: customer.services@reigate-banstead.gov.uk Web: http://www.reigate-banstead.gov.uk/</p>	<p>Surrey County Council</p> <p>Highways Information Team County Hall Kingston Upon Thames KT1 2DY</p> <p>DX 31509 Kingston</p> <p>Tel: 0208 541 8926 Fax: 0208 541 8923 Email: highwayinfo@surreycc.gov.uk</p>	<p>Thames Water Property Insight</p> <p>PO Box 3189 Slough SL1 4WW</p> <p>DX 151280 Slough 13</p> <p>Tel: 0118 925 1504 E-mail: searches@thameswater.co.uk Web: www.twpropertyinsight.co.uk</p>	<p>Radon Survey,</p> <p>Health Protection Agency, Centre for Radiation, Chemical and Environmental Hazards, Chilton, Didcot, Oxfordshire OX11 0RQ</p> <p>Tel: 01235 822622 Web: www.hpa.org.uk</p>
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