



Schedule Of Fees

CON29R

As the CON29R questions are dealt with by different departments. Please send your request to the relevant section (identified on each page)

A guide for Personal
Search companies

List of Enquiry responsibilities taken from the Con 29R

Responsibility of Land Charges Section		
1.1	Planning and building decisions and pending applications	Publicly available (no charge)
	Which of the following relating to the property have been granted issued or refused or (where applicable) are the subject of pending applications?	
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	
1.2	Planning designations and proposals	Available Local Plan or £5.00 written
	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 plans?	
OTHER MATTERS		
3.1	Land required for public purposes Is the property included in land required for public purposes?	£5.00
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?	£5.00

Land Charges Information

- West Dorset District Council will only accept requests in writing/email/fax
- At least 48hrs notice before the appointment [maximum 5 properties per appointment] stating the address, questions required and an up to date location plan for each address clearly outlining the search property boundary.
Office hours 8.30am-5pm Mon-Thurs and 8.30am-4.30pm Fri
- An online search request should be submitted to landcharges@westdorset-dc.gov.uk also attaching a location plan for identification purposes

Contact: WDDC Land Charges Department
Email: landcharges@westdorset-dc.gov.uk
Telephone: 01305 252212/13
Fax : 01305 261639

3.9	Notices, orders, directions and proceedings under Planning Acts	£5.00 written
	Do any of the following subsist in relation to the property, or has a local authority decided to issue, serve, make or commence any of the following?	
a	An enforcement notice	
b	A stop notice	
c	A listed building enforcement notice	
d	A breach of condition notice	
e	A planning contravention notice	
f	Another notice relating to breach of planning control	
g	A 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	A building preservation notice	
j	A direction restricting permitted development	
k	An order revoking or modifying planning permission	
l	An order requiring discontinuance of use or alteration or removal of building or works	
m	A tree preservation order	
n	Proceedings to enforce a planning agreement or planning contribution	
3.10	Conservation Area	£5.00
	Do the following apply in relation to the property?	
a	The making of the conservation area before 31 st August 1974 an unimplemented resolution to designate the area a conservation area	
3.11	Compulsory Purchase	£5.00
	Has any enforceable order or decision been made to compulsory purchase or acquire the property?	

List of Enquiry responsibilities taken from the Con 29R

<u>Responsibility of Building Control Section</u>	
1.1	Planning and building 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?
f	Building regulations approval
g	a 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
3.7	Outstanding Notices
a	building works
3.8	Contravention of building regulations
	Has a local authority authorised in relation to the property any proceedings for the contravention of any provision contained in Building Regulations?

Contact: WDDC Building Control Department

Email: build.control@westdorset-dc.gov.uk

Telephone: 01305 252254

Fax: 01305 252377

Building Control Information

1. Building Control information is not generally in the public domain, and does not form part of a "Personal Search"
2. If you raise an enquiry not covered in the Search, a fee will be payable in accordance with our discretionary scale of charges.
3. A personal searcher may inspect the Land Charges Register upon paying the prescribed fee. Once the Land Charges Register has been inspected, the personal search has been concluded.
4. If a "non-standard" search enquiry, is made the charge will depend on the method by which the enquiry is made, and if any research of historical documents and copy documentation is requested.
5. An enquiry can be either dealt with by a personal visit to the offices, or by an on-line email request. The charges will differ for each method.
6. If you wish to make a personal visit to the office, you must phone and make an appointment, you must also submit a location plan in advance of your visit. Our normal office hours are 8.30am to 5.00pm (Monday – Thursday) and 8.30am to 4.30pm (Friday).
7. An online search request should be submitted to build.control@westdorset-dc.gov.uk also attaching a location plan for identification purposes. This type of search request will normally attract a lower fee, as it will require less administrative time to process the request.
8. The charges for supplying Building Control information will be: -
 - £10 charge per enquiry, per property for BC information relating to Approvals / Completions / CPS work, where enquiry made by personal visit
 - £5 charge per enquiry, per property for BC information relating to Approvals / Completions / CPS work, where enquiry made by email request
 - £50 charge where above enquiry includes the supply of a copy BC Completion Certificate, and/or where enquiry requires research of historical records
9. The appropriate fee must be paid prior to the information being released, or by a method agreed with the Senior Support Officer of the WDDC Building Control team.

List of Enquiry responsibilities taken from the Con 29R

<u>Responsibility of Environmental Health Section</u>	
3.7	Outstanding Notices
b	Environment
c	Health & Safety
d	Housing
f	Public health
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 Health Act 1990 (i) decision to make an entry (ii) an entry
c	Consultation with the owner or occupier of the property conducted under section 78G (3) of the Environmental Protection Act 1990 before the service of a remediation notice
3.13	Radon Gas
	Do records indicate that the property is in a 'Radon Affected Area' as identified by the Health Protection Agency?

Contact: WDDC Environmental Health Department

Email: env.health@westdorset-dc.gov.uk

Telephone: 01305 252282

Fax: 01305 252485

Environmental Health Search Information

- All information, except that which is excluded by law, relating to the services provided by our Environmental Health Division is available for public inspection. Much of it can be accessed via our www.Dorsetforyou.com website.
- If you raise an enquiry which is not covered in the Official Search, a fee will be payable in accordance with our discretionary scale of charges.
- A personal searcher may inspect the Land Charges Register upon paying the prescribed fee. Once the Land Charges Register has been inspected, the personal search has been concluded.
- If a "non-standard" search enquiry is made, the charge will depend on the length of time it takes to answer your enquiry. Additional charges will be made for supplying and copying documents.
- An enquiry can be either dealt with by a personal visit to the offices, or by an on-line email request. The charges may differ depending on the method you choose to request the information.
- If you wish to make a personal visit to the office, you must phone and make an appointment, you must also submit an accurate scaled location plan in advance of your visit. Our normal office hours are 8.30am to 5.00pm (Monday – Thursday) and 8.30am to 4.30pm (Friday).
- An on-line search request should be submitted to env.health@westdorset-dc.gov.uk and, where necessary should include an accurate scaled location plan for identification purposes.
- The charges for supplying Environmental Health information will be: -
 - £10 for first 30 minutes research time.
 - If additional time is required to answer the search enquiry, this will be charged at £40 per hour, or part thereof.

These charges will apply for all types of Environmental Health information e.g. contaminated land, outstanding notices and Radon Gas enquiries.

If copy documents are required these can be supplied, but will incur a 10p per sheet photocopying fee.
- The appropriate fee must be paid prior to the information being released, or by a method agreed with the Environmental Health division.

List of Enquiry responsibilities taken from the Con 29R

Responsibility of Dorset County Council	
2	Roads, footways and footpaths
	Which of the roads, footways and footpaths named in the application for this search (via boxes B and C) are:
a	Highways maintainable at public expense
b	Subject to adoption and, supported by a bond or bond waiver
c	To be made up by a local authority who will reclaim the cost from the frontagers
d	To be adopted by a local authority without reclaiming the cost from the frontagers
3.2	Land to be acquired for road works
	Is the property included in land to be acquired for road works?
3.4	Nearby road scheme
	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 specified in any 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) construction of a roundabout (other than a mini roundabout), or (ii) widening by construction of one or more additional traffic lanes
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, (iii) construction of a roundabout (other than a mini roundabout) or widening by construction of one or more additional traffic lanes
e	The centre line of the proposed route of a new road under proposals published for public consultation
f	The outer limits of (i) construction of a subway, underpass, flyover, footbridge, elevated road or dual carriageway, (ii) construction of a roundabout (other than a mini roundabout), (iii) widening by construction of one or more additional traffic lanes, under proposals published for public consultation?

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 about the boundaries of the property
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
g	Traffic calming works including road humps
h	Residents parking controls
i	Minor road widening or improvement
j	Pedestrian crossings
k	Cycle tracks
l	Bridge building
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 response to any other enquiry in this form?
e	Highways
3.11	Compulsory Purchase
	Has any enforceable order or decision been made to compulsorily purchase or acquire the property?

Contact: Dorset County Council on 01305 225129
Email: highwaysinformation@dorsetcc.gov.uk
Fee Information: Contact DCC directly

List of Enquiry responsibilities taken from the Con 29R

	<u>Responsibility of Wessex Water or South West Water</u>
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

Contact: Wessex Water on 01225 526 206

Email: searches@wessexwater.co.uk

Or

Contact: South West Water on 01392 443 115

Email: searches@southwestwater.co.uk

Fee Information: Contact relevant water board directly