



CAMBRIDGE CITY COUNCIL SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Local Land Charges

Schedule of Registers / Access to Information for Local Enquiries Search

Contact Information

Email: Land.charges@greatercambridgeplanning.org

Information used to respond to Con 29 Enquiries can be obtained via 3 routes, as detailed in the table below:

1. Submission of Form Con 29 to the Council where, on payment of the relevant fee, dedicated officers will carry out the relevant research and provide a documented response which is covered by the Council's insurance provision; or
2. Submission of the relevant questions in the form of an Environmental Information Regulation request. This information is made available for inspection and a reasonable fee applied of charge in accordance with the Environmental Information Regulations but relies on the applicant contacting the relevant Council departments and collating the information. In accordance with the requirements of the Environmental Information Regulations such information will be provided within 20 working days; or
3. Direct inspection of records by the applicant. Where practicable, information is either made available via the web-site, or at the relevant Area Office Reception. Where it is not practicable to provide the data for inspection, requests should be made to the relevant Council Department as detailed in 2 above and the table below. In accordance with the requirements of the Environmental Information Regulations such information will be provided within 20 working days. Like option 2, this option relies on the applicant undertaking the research work and collating the information.

To carry out a Personal Search of the Local Land Charges Register, a list of property addresses is required at the time of making an appointment with the necessary plans to be e-mailed at least 5 working days before. Appointments are allocated on a first come-first serve basis and where possible will be within 20 working days of the appointment being made.

Customer Service Centre Details –

Please refer to the website for the most up to date information on opening times and appointments

Cambridge City Council	South Cambridgeshire District Council
Mandela House, 4 Regent Street, Cambridge CB2 1BY 01223 45700 Contact us - Cambridge City Council	South Cambridgeshire Hall, Cambourne Business Park Cambourne, Cambridge CB23 6EA 01954 713000 Contact us - South Cambs District Council (scams.gov.uk)

Enquiry	Registers/Information Available	Appointments and Inspection
PLANNING AND BUILDING REGULATIONS		
<p>Q 1.1 Planning and building decisions and pending applications</p> <p>Which of the following relating to the property have been granted, issued or refused or (where applicable) are the subject of pending applications or agreements?</p> <ul style="list-style-type: none"> (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 (f) a certificate of lawfulness of proposed works for listed buildings (g) a heritage partnership agreement (h) listed building consent order (i) a local listed building consent order 	<p>(a) – (i) This information is publicly available via the Planning Public Access system on our website via https://www.greatercambridgeplanning.org/planning-applications/view-and-comment-on-planning-applications/</p> <p>Historic Decision Notices for planning applications from 1948 may not always be available electronically. Where information is not available via the website, arrangements can be made to view this information by emailing planning@greatercambridgeplanning.org NB. There may be an admin charge to providing historic documents.</p> <p>(a)–(i) Information is also available by refined data report upon request Local land charges and searches - South Cambs District Council (scambs.gov.uk)</p>	<p>There are Public PC terminals at our Customer Service Centres in Cambourne and Mandela House, Cambridge.</p> <p>Enquiries must be submitted to Land Charges together with the appropriate fee. We aim to respond within 10 working days</p>

<p>(j) building regulations approval (k) a building regulation completion certificate (l) any building regulations certificate or notice issued in respect of work carried out under a competent person self-certification scheme e.g. FEN</p>	<p>(j) – (l) Building Control – basic Information (textual history only) is now available on a public register via View Building Control Applications - 3CSharedServices.org</p> <p>Full Information prior to 2006 would be a manual archive search at additional cost. View Building Control Applications - 3CSharedServices.org</p> <p>(j)–(l) Information is also available by refined data report upon request. Local land charges and searches - South Cambs District Council (scambs.gov.uk)</p>	<p>Enquiries must be submitted to Land Charges together with the appropriate fee. We aim to respond within 10 working days. Responses will be for the past 15 years</p>
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<p>Q 1.2 Planning Designations and Proposals</p> <p>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 plan?</p>	<p>This information is available by consulting Local Plan and the Local Development Framework.</p> <p>These can be found via our website Current plans and guidance (greatercambridgeplanning.org)</p> <p>Copies of various publications are also available, listed on our website.</p> <p>Information is also available by refined data report upon request</p>	<p>There are Public PC terminals at our Customer Service Centres in Cambourne and Mandela House, Cambridge.</p> <p>Enquiries must be submitted to Land Charges together with the appropriate fee. We aim to respond within 10 working days.</p>
<p>ROADS AND PUBLIC RIGHTS OF WAY</p>		
<p>Roadways, footways and footpaths</p> <p>Q 2.1 Which of the roads, footways and footpaths named in the application for the search (via boxes B and C) are:</p> <p>(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</p>	<p>This information is available from Cambridgeshire County Council Asset Information Searches Team</p> <p>Highway searches - Cambridgeshire County Council</p>	

<p>Public rights of way</p> <p>Q 2.2 Is any public right of way which abuts on, or crosses the property, shown on a definitive map or revised definitive map?</p> <p>Q 2.3 Are there any pending applications to record a public right of way that abuts, or crosses the property, on a definitive map or revised definitive map?</p> <p>Q 2.4 Are there any legal orders to stop up, divert, alter or create a public right of way which abuts or crosses the property not yet implemented or shown on a definitive map?</p> <p>Q 2.5 If so, please attach a plan showing the approximate route.</p>	<p>This information is available from Cambridgeshire County Council Asset Information Searches Team</p> <p>Highway searches - Cambridgeshire County Council</p>	
	<p>Full CON29R search (all highways questions 2.1, 2.2, 2.3, 2.4, 2.5, 3.2, 3.4, 3.5, 3.6 and 3.7) For individual enquiries please go direct to County Council Highways Dept Highway searches - Cambridgeshire County Council</p>	
OTHER MATTERS		
<p>Q 3.1 Land required for public purposes</p> <p>Is the property included in land required for public purposes?</p>	<p>This information is available by consulting local plans and the Local Development Framework.</p> <p>These can be found via our website Current plans and guidance (greatercambridgeplanning.org)</p> <p>Copies of various hard copy publications are also available, listed on our website.</p>	<p>The plan can be inspected at Customer Service Centres (see contact details on page 2)</p>
	<p>Information is also available by refined data report upon request</p>	<p>Enquiries must be submitted to Land Charges together with the appropriate fee. We aim to respond within 10 working days.</p>

<p>Q 3.2 Land to be Acquired for Road Works</p> <p>Is the property included in land to be acquired for road works?</p>	<p>This information is available from Cambridgeshire County Council Asset Information Searches Team</p> <p>Highway searches - Cambridgeshire County Council</p>	
<p>Q 3.3 Drainage matters</p> <p>(a) Is the property served by a sustainable urban drainage system (SuDS)?</p> <p>(b) Are there SuDS features within the boundary of the property? If yes, is the owner responsible for maintenance?</p> <p>(c) If the property benefits from a SuDS for which there is a charge, who bills the property for the surface water drainage charge?</p>	<p>Our records do not allow for the provision of comprehensive answers in relation to this question. It is advisable that the purchaser undertakes checks of planning approvals, S.106 Agreements and with the vendor to establish whether any sustainable urban drainage systems are in place at the property.</p> <p>Customers should also contact Anglian Water</p>	

Q 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 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 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)
 - (iii) widening by construction of one or more additional traffic lanes, under proposals published for public consultation

This information is available from Cambridgeshire County Council Asset Information Searches Team

[Highway searches - Cambridgeshire County Council](#)

<p>Q 3.5 Nearby Railway Schemes</p> <p>(a) 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>(b) Are there any proposals for a railway, tramway, light railway or monorail within the Local Authorities boundary?</p>	<p>This information is available from Cambridgeshire County Council Asset Information Searches Team</p> <p>Highway searches - Cambridgeshire County Council</p>	
<p>Q. 3.6 Traffic Schemes</p> <p>Has a local authority approved but not yet implemented any of the following for the roads, footways and footpaths which are named in boxes B and C and are within 200 metres of 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 g) Traffic calming works including road humps h) Residents parking controls i) Minor road widening or improvement j) Pedestrian crossing k) Cycle tracks l) Bridge building 	<p>This information is available from Cambridgeshire County Council Asset Information Searches Team</p> <p>Highway searches - Cambridgeshire County Council</p>	

<p>Q 3.7 Outstanding Notices</p> <p>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 form?</p> <p>(a) building works (b) environment (c) health and safety (d) housing (e) highways (f) public health (g) flood and coastal erosion risk management</p>	<p>(a) Requests for archive searches can only be made by the property owner or professional third party acting on behalf of the property owner. Building Control are legally obliged to keep records for 15 years</p> <p>Building Control Archive Search Information on Website</p>	<p>Enquiries must be submitted to Land Charges together with the appropriate fee. We aim to respond within 10 working days.</p>
	<p>(b, c, d & f) Environmental Services information is not currently available on a public register.</p> <p>EIR requests to be submitted to land.charges@greatercambridgeplanning.org. Fee Quote provided and payment required before processing. Once received we will respond within 20 working days.</p>	<p>Enquiries must be submitted to Land Charges together with the appropriate fee. We aim to respond within 10 working days.</p>
	<p>(e) & (g) This information is available from Cambridgeshire County Council Asset Information Searches Team</p> <p>Highway searches - Cambridgeshire County Council</p>	
<p>Q 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?</p>	<p>Requests for archive searches can only be made by the property owner or professional third party acting on behalf of the property owner. Building Control are legally obliged to keep records for 15 years</p> <p>Building Control Archive Search Information on Website</p>	<p>Enquiries submitted to Land Charges together with the appropriate fee. We aim to respond within 10 working days.</p>

<p>Q 3.9 Notices, Orders, Directions and Proceedings under Planning Acts 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?</p> <p>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 buildings repair 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</p>	<p>(a – f) Information is not publicly available until the notice has been issued. Once served, information is available on the enforcement register.</p> <p>South Cambs Enforcement register - South Cambs District Council (scambs.gov.uk)</p> <p>Cambridge City Planning enforcement register - Cambridge City Council</p> <p>(a) & (f) is available once the notice is effective by viewing the local land charges register</p>	<p>South Cambs DC A hard copy of the Enforcement Register is up to date and available for inspection via appointment only at the offices at South Cambridgeshire District Council, South Cambridgeshire Hall, Cambourne Business Park, Cambourne, Cambridge, CB23 6EA. Book an appointment to view the Enforcement Register.</p> <p>Cambridge City If you want to see specific data or older notices, you must make an appointment. Viewings take place at our customer service centre, which is open from 9am to 5.15pm, Monday to Friday. Contact us to arrange an appointment – please do not visit without one.</p> <p>Enquiries submitted to Land Charges together with the appropriate fee. We aim to respond within 10 working days.</p>
	<p>(g – j) Information is not publicly available until the notice/order/direction is effective.</p> <p>(g), (i) & (j) are available once the notice is effective by viewing the Enquiries via Local Charges LLC1 Charge applies local land charges register</p>	
	<p>(k – l) Information is not publicly available until the notice/order/direction is effective.</p>	

	<p>(j) & (m) Information is not publicly available until the order is confirmed/effective. Search by map - South Cambs District Council (scambs.gov.uk)</p> <p>Information is publicly available once the order is effective/confirmed by viewing the local land register</p>	<p>Enquiries submitted to Land Charges together with the appropriate fee. We aim to respond within 10 working days.</p>
<p>Q 3.10 Community Infrastructure levy (CIL)</p> <p>(a) is there a CIL charging schedule?</p> <p>(b) if yes, 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:-</p> <ul style="list-style-type: none"> (i) a liability notice? (ii) a notice of chargeable development? (iii) a demand notice? (iv) a default liability notice? (v) an assumption of liability notice? (vi) a commencement notice? <p>(c) Has any demand notice been suspended?</p> <p>(d) has the Local Authority received full or part payment of any CIL liability?</p> <p>(e) Has the Local Authority received any appeal against any of the above?</p> <p>(f) Has a decision been taken to apply for a liability order?</p> <p>(g) Has a liability order been granted?</p> <p>(h) Have any other enforcement measures been taken?</p>	<p>Cambridge City Council has yet to adopt a CIL charging schedule.</p> <p>South Cambs District Council has yet to adopt a CIL charging schedule</p>	

<p>Q 3.11 Conservation Areas Do the following apply in relation to the property: - (a) The making of the area a Conservation Area before 31 August 1974 (b) An unimplemented resolution to designate the area a conservation area</p>	<p>This information is publicly available via the Council's website Historic environment (greatercambridgeplanning.org)</p> <p>There are also PC terminals at our Customer Service Centre</p>	
	<p>This information is available by tailored report on request</p>	<p>Enquiries must be submitted to Land Charges together with the appropriate fee. We aim to respond within 10 working days.</p>
<p>Q 3.12 Compulsory Purchase Has any enforceable order or decision been made to compulsory purchase or acquire the property</p>	<p>Cambridge City Council Compulsory purchase orders - Cambridge City Council</p> <p>Information available on Local land Charges Register</p>	<p>Enquiries must be submitted to Land Charges together with the appropriate fee. We aim to respond within 10 working days.</p>

<p>Q 3.13 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):-</p> <p>(a) Contaminated Land Notice (b) in relation to a register maintained under section 78R of the Environmental Protection Act 1990</p> <p>(i) a decision to make an entry (ii) an entry</p> <p>(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</p>	<p>Information is available for public inspection</p> <p>Cambridge city council website Contaminated Land Information</p> <p>South Cambs District Council website Land contamination - South Cambs District Council (scambs.gov.uk)</p> <p>A full Environmental Search to reveal potential land contamination will incur a fee. See individual Council's website for charges.</p>	<p>Publicly available for inspection free of charge</p> <p>Full Land Use Report at a cost</p>
<p>Q 3.14 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 publicly available from the Health Protection Agency website www.hpa.org.uk</p>	<p>Visit Health Protection Agency website www.hpa.org.uk</p>
<p>Q 3.15 Assets of Community Value (a) Has the property been nominated as an asset of community value? If so:</p> <p>(i) is it listed as an asset of community value? (ii) was it excluded and placed on the "nominated but not listed" list? (iii) has the listing expired? (iv) is the Local Authority reviewing or proposing to review the listing? (v) are there any subsisting appeals against the listing?</p> <p>(b) if the property is listed: (i) has the Local Authority decided to apply to the Land Registry for an entry or cancellation of a</p>	<p>This information is publicly available via the Council's website</p> <p>Cambridge City Community Right to Bid scheme - Cambridge City Council</p> <p>South Cambs District Council Assets of Community Value - South Cambs District Council (scambs.gov.uk)</p>	<p>Publicly available for inspection</p>

<p>restriction in respect of listed land affecting the property? (ii) has the Local Authority received a notice of disposal? (iii) Has any community interest group requested to be treated as a bidder?</p>		
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