

# ENQUIRIES OF THE LOCAL AUTHORITY (2007 Edition)

If submitted manually, this form must be submitted in duplicate. Please type or use BLOCK LETTERS

A.

Local Authority Name & address:

**Search No:**

**Signed:**

**On Behalf of:**

LOCAL AUTHORITY: PRIVATE SEARCH COMPANY:  
MEMBER OF THE PUBLIC (Indicate as appropriate)

**Dated:**

B.

Enter address of the land/property.

UPRN(s):

Secondary Name/Number:

Primary Name/Number:

Street:

Locality/Village:

Town:

Post Code:

C.

Other roadways, footways and footpaths in respect of which a reply at Enquiry 2 is required:

D.

Fees of £:  
are enclosed/NLIS transfer (delete as applicable)

Signed:

Dated:

Reference

Tel no:

Fax No:

E-Mail contact:

E.

To ensure compliance with Schedule 7, Part 1, 1(b) of the HIP Regulations please supply the following details, where applicable:

Name of Vendor:

Name of Estate Agents:

Name of HIP Provider:

Name of Solicitor/Conveyancer:

Your personal data – name and address – will be handled strictly in accordance with the requirements of the Data Protection Act. We require it to pass on to the relevant authority(ies) in order to carry out the necessary searches

F.

Please reply to:

DX Address:

Notes:

A. Enter name and address of appropriate Council. If the property is near a local authority boundary, consider raising certain enquiries (e.g. road schemes) with the adjoining Council.  
B. Enter address and description of the property. Please quote the UPRN(s) (Unique Property Reference Number) where known. **A duplicate plan is required for all searches submitted directly to a local authority.** The search may be returned if land/property cannot easily be identified.  
C. Enter name and/or mark on a plan any other roadways, footpaths and footways abutting the property (in addition to those entered in Box B) to which a reply to enquiry 2 is required.  
D. Details of fees can be obtained from the Council, your chosen NLIS Channel or search provider.  
E. Please enter the name of the individual(s) and Firms involved in the sale of the property.  
F. Enter the name and address/DX address of the person or company lodging or conducting this enquiry.

**Question**

**1. PLANNING AND BUILDING REGULATIONS**

**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 -

- (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) building regulations approval;
- (g) a building regulation completion certificate; and
- (h) any building regulations certificate or notice issued in respect of work carried out under a competent person self-certification scheme?

**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 plan?

**2. ROADS**

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; or
- (d) to be adopted by a local authority without reclaiming the cost from the frontagers?

**OTHER MATTERS**

**3.1. Land required for Public Purposes**

Is the property included in land required for public purposes?

**3.2. Land to be acquired for Road Works**

Is the property included in land to be acquired for road works?

**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; or
- (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?

**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; or (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; or
- (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?

**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?

**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-

- (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; or
- (l) bridge building?

**Question**

**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; or
- (f) public health?

**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?

**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:-

- (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; or
- (n) proceedings to enforce a planning agreement or planning contribution?

**3.10. Conservation Area**

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?

**3.11. Compulsory Purchase**

Has any enforceable order or decision been made to compulsorily purchase or acquire the property?

**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 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?

1. References to the provisions of particular Acts of Parliament or Regulation any provisions which they have replaced and also include existing or future amendments or re-enactments.
2. The replies will be given in the belief that they are in accordance with information presently available to the officers of the replying Council
3. This Form should be read in conjunction with the guidance notes available separately.
4. "Area" means any area in which the property is located.
5. References to "the Council" include any predecessor Council and also any council committee, sub-committee or other body or person exercising powers delegated by the Council and their "approval" includes their decision to proceed. The replies given to certain enquiries cover knowledge and actions of both the District Council and County Council.
6. Where relevant, the source department for copy documents should be provided.