BOOKING PROCEDURES FOR LLC1 & CON29 DATA

No	Question Type	Question Text	Ownership	Where it can be accessed
Local Land Charges Register (LLC Register)	Local Land Charges	12 Parts to the LLC Register	Local Land Charges	Access arrangements are set out here: http://www.merton.gov.uk/council/land/landcharges/personalsearches.htm
1.1(a-e)	Planning Decisions Questions	(a) Planning Permissions	Development Control	This information is available online at www.merton.gov.uk/mvm/online/pl/home/aspx or via pc terminals at Merton Link at the Civic Centre, Morden, SM4 5DX or in local public libraries. An appointment is not necessary. Merton Link is open 9.00am – 5.00pm Mondays to Fridays.
		(b) Listed Building Consent		
		(c) Conservation Area Consent		
		(d) Certificate of lawfulness (existing)		
		(e) Certificate of lawfulness (proposed)		
1.1(f-h)	Building Regulation Questions	(f) Building Regulation Approvals	Building Control	To arrange to inspect these records please contact: Duty Officer on 020 8545 3145.
		(g) Building Regulation completion		
		(h) Any BR certificate or notice issued in respect of work done		Full information is not available as there is no requirement for the council to record these. Please refer to the relevant issuer.
1.2	Planning Designations and Proposals	Designation of land on local plan/also locally listed buildings	FutureMerton	The council's Local Plan can be inspected at the Merton Link Reception Desk (details above) or in local libraries. An appointment is not necessary. The adopted Local Plan, related policy documents and guidance can also be viewed online via www.merton.gov.uk/planningpolicy
2.1(a-d)	Roads	(a) Highways maintained at public expense	Traffic and Highways	Please contact Traffic and Highways on 020 8545 3428 to enquiry whether a road is maintained at public expense.
		(b) Current legal agreement for adoption	Traffic and Highways	Please contact Traffic and Highways on 020 8545 3428 for any enquiries.
		(c) To be adopted with cost reclaimed from frontages		
		(d) To be adopted at no cost to frontages		
3.1	Land required for public purposes	Is the property included in land required for public purposes?	FutureMerton	The answer to this question is that there is currently no land required for public purposes in Merton.
3.2	Land to be required for Road Works	Is the property included in land to be acquired for roadworks?	Traffic and Highways	The answer to this question is that there is currently no land to be acquired for roadworks in Merton.

3.3(a-b)	Drainage Agreements and Consents	(a) An agreement to drain buildings in combination into an existing Sewer by means of a private sewer	Building Control	To arrange to inspect these records please contact: Duty Officer on 020 8545 3145.
		(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	Thames Water	Information held by Thames Water. Please contact them at PO Box 3189, Slough, SL1 4WW; tel. 011 892 51504; fax 011 892 36655 or via http://www.twpropertyinsight.co.uk
3.4	Nearby Road Schemes (200m)	Various questions numbered 3.4 (e & f (iii)	FutureMerton	There are currently no proposals
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	FutureMerton	This information is available online at the Crossrail2 website: http://www.crossrail2.com/ and for the Morden-Sutton tramlink via the 2014 Policies Map at www.merton.gov.uk/planningpolicy To arrange to view a paper copy of the 2014 Policies Map please visit Merton Link Reception Desk (details above) or in local libraries. An appointment is not necessary.
3.6	Traffic Schemes	3.6(a-l) list of traffic control questions all within 200 metres	Traffic and Highways	Please contact Traffic and Highways on 020 8545 3428 for any enquiries.
		(a) Building works	Building Control	To arrange to inspect these records please contact: Duty Officer on 020 8545 3145.
		(b) Environment		To request this information please email ehealth@merton.gov.uk or call 020 8545
		(c) Health and safety		

3.7	Outstanding Notices other than those revealed elsewhere	(d) Housing	Environmental Health	ehealth@merton.gov.uk or call 020 8545 3025/3018. EHTSL will provide written responses to requests, preferably in an email format. Telephone enquirers will be asked for appropriate details to respond in this fashion as well.
		(e) Highways	Traffic and Highways	Please contact Traffic and Highways on 020 8545 3428 for any enquiries.
		(f) Public Health	Environmental Health	To request this information please email ehealth@merton.gov.uk or call 020 8545 3025/3018. EHTSL will provide written responses to requests, preferably in an email format.
3.8	Infringment 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	Building Control	To arrange to inspect these records please contact: Duty Officer on 020 8545 3145.
3.9	Notices, Orders, Directions and Proceedings under Planning Acts	(a) An enforcement notice	Planning Enforcement	To arrange to inspect these records please contact: Sam Amoako Adofo on 020 8545 3111.
		(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	Development Control	To arrange to inspect these records please contact: Planning Duty Line: 020 8545 3777 Phone lines are open Monday to Friday, 1pm to 4pm.
		(g) A listed building repairs notice	Planning Enforcement	To arrange to inspect these records please contact: Sam Amoako Adofo on 020 8545 3111.
		(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	FutureMerton	Information on existing Article 4 Directions is available online at: http://www.merton.gov.uk/environment/designandconservation/article_4_2__directions.htm
		(k) An order revoking or modifying a planning permission	Development Control	To arrange to inspect these records please contact: Planning Duty Line: 020 8545 3777 Phone lines are open Monday to Friday, 1pm to 4pm.
		(l) An order requiring discontinuance of use or alteration or removal of building or works		
		(m) A tree preservation order; or	Development Control	To arrange to inspect these records please contact: Clinton Granville on 020 8545 3296.
		(n) Proceedings to enforce a planning agreement or planning contribution	Development Control	To arrange to inspect these records please contact: Tim Catley on 020 8545 3449.
3.10	Conservation Areas	(a) The making of the area a conservation area before 31st August 1974	FutureMerton	This information is available online at www.merton.gov.uk/conservation_areas
		(b) An unimplemented resolution to designate the area a conservation area		There are no unimplemented resolutions to designate further conservation areas.

3.11	Compulsory Purchase	Has any enforceable order or decision been made to compulsorily Purchase or acquire the property	Development Control	To arrange to inspect these records please contact: Clinton Glanville on 020 8545 3296.
3.12	Contaminated Land Register	(a) A contaminated land notice	Environmental Health	Information currently available via the Contaminated Land Register, a copy of which is available to view at the Merton Link Reception Desk.
		b) In relation to a register maintained under section 78R of the Environmental Protection Act 1990	Environmental Health	3.12b (i)To request this information please email ehealth@merton.gov.uk or call 020 8545 3025/3018. EHTSL will provide written responses to requests, preferably in an email format. 3.12b (ii) Information currently available via the Contaminated Land Register, a copy of which is available to view at the Merton Link Reception Desk.
		(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	Environmental Health	To request this information please email ehealth@merton.gov.uk or call 020 8545 3025/3018. EHTSL will provide written responses to requests, preferably in an email format.
3.13	Radon Gas	Do records indicate that the property is in a 'Radon Affected Area' as identified by the Health Protection Agency	Environmental Health	Merton is outside a Radon Gas affected area. For further information please contact the British Geological Survey at Keyworth, Nottingham NG12 5GG or via http://www.ukradon.org