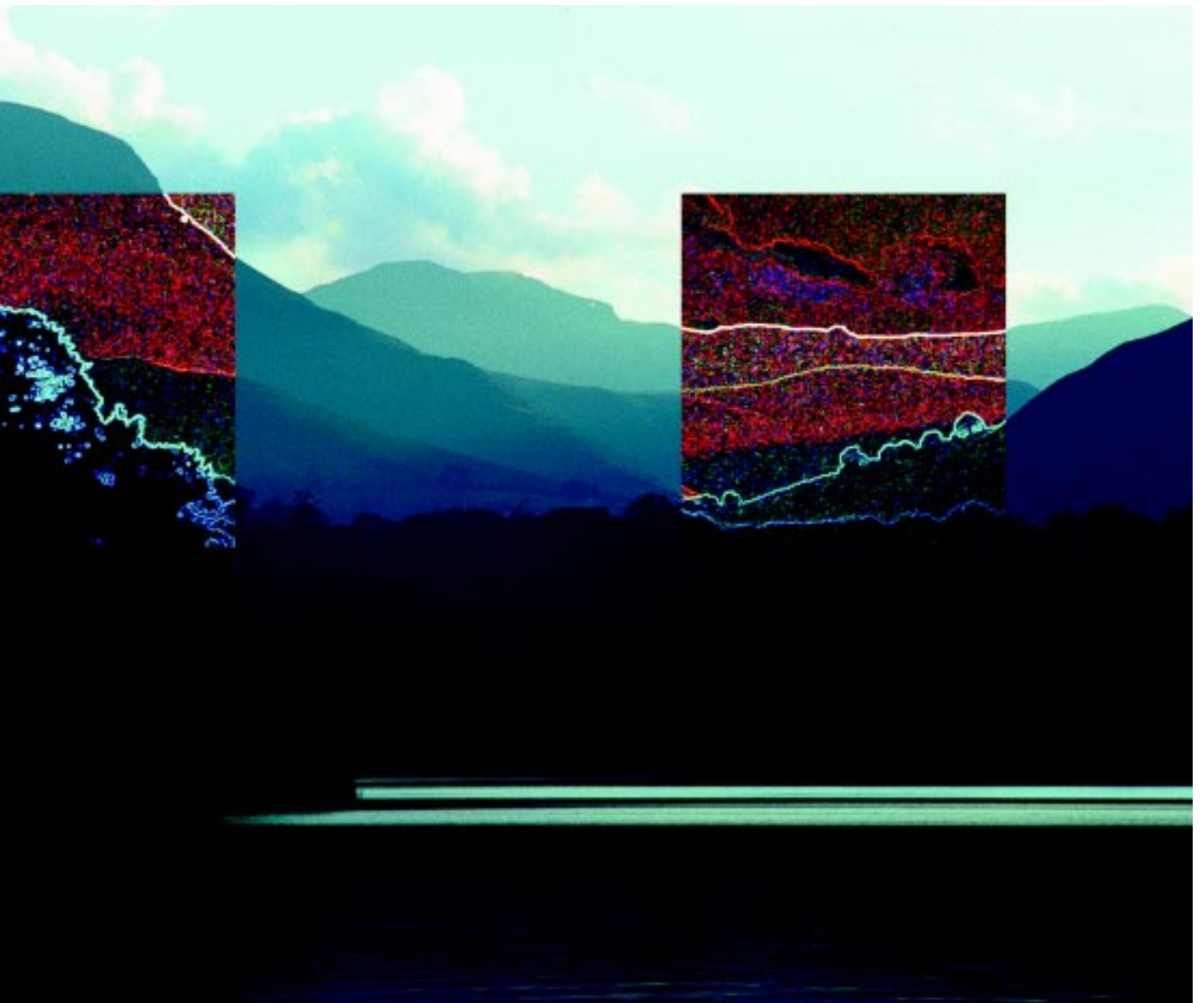




Geographic Information
Charter Standards Statement

Adoption by HM Land Registry



The Land Registry



HM Land Registry is a separate department of the Lord Chancellor. It is a demand led and self financing operation within a clearly defined, statutory based framework. It was first established in 1862, became an Executive Agency in July 1990 and achieved Trading Fund status in April 1993.

The principal aims of the Land Registry are:

- ✧ to maintain and develop a stable and effective land registration system throughout England and Wales as the cornerstone for the creation and free movement of interests in land;
- ✧ on behalf of the Crown, to guarantee title to registered estates and interests in land for the whole of England and Wales;
- ✧ to provide ready access to up to date and guaranteed land information so enabling confident dealings in property and security of title;
- ✧ to achieve progressively improving performance targets set by the Lord Chancellor, so that high quality services are delivered promptly and at lower cost to users.

Geographically Referenced Data held by the Land Registry

The Land Registry holds a wide range of geographically referenced data which are open to public inspection. Much of the available information is already held in electronic form.

- ✧ **The Register** A separate register is held for each registered title to land which provides the property description, the details of ownership and details of easements, covenants, charges etc. There are currently about 16.5 million registers and about 14.5 million of these have been computerised.
- ✧ **The Filed Plan** This is the official plan based on the Ordnance Survey Map showing the extent of each registered property referred to in the register. About 0.5 million of the 16.5 million filed plans are held in electronic form. Conversion of the remaining filed plans is underway.
- ✧ **Documents** These are documents which have been referred to on the register because they contain further details of registered matter. Paper copies are held at the moment and a scanning feasibility study is in hand.
- ✧ **Associated data** From the information acquired in the process of compiling the register the Land Registry has also developed a number of other data-sets which relate to geographically referenced information, eg; the Residential Property Price Report which is published quarterly.



Geographic Information Charter Standards Statement

Land Registry Support for the Charter

We endorse the Geographic Information Charter Standard Statement because it is complementary to, and enhances our Aims.

Geographic Information Charter Statement

This section sets out, in italics, how our practices and procedures meet the objectives of the Charter Standards Statement.

The Statement encourages departments and agencies to:

- ✧ **Consult users when preparing specifications or drafting legislation for the collection of data.**

We operate under the provisions of the Land Registration Acts 1925 to 1997 and Rules made under the 1925 Act. Regular Customer Service Surveys provide intelligence on the views of our customers and a wide range of User Groups and Steering Groups also deal with the needs of the users.

- ✧ **Provide information about what data are available.**

We publish an extensive range of Explanatory Leaflets, Practice Leaflets, Public Information Leaflets and Practice Advice Leaflets that include information regarding the availability of data. These are freely available from any of our offices.

- ✧ **Provide clear statements on the price of data.**

A comprehensive pricing structure exists for the supply of all our data and services. These charges are prescribed by Fees Orders and are set out in a Public Information Leaflet. Ready Reference Fees Cards are also available for regular users

- ✧ **Make data available, unless there are specific reasons for not doing so, in which case the reason should be explained.**

Since December 1990 the register of title in England and Wales has been open for inspection by the public. Rules set out what data are available and how to apply. An Explanatory Leaflet is available.



- ❖ **Ensure that data adhere to British, European or international standards and classifications, unless there are specific reasons for not doing so, in which case those reasons should be explained.**

At present there are no British, European or international standards which relate to spatial data held by the Land Registry. If such standards become available then we would look to adopt them. (We have already stated that we will adhere to BS7666.) We also adhere to Ordnance Survey standards for the production of any digital maps.

- ❖ **Deliver data in standard digital, or other, formats wherever possible.**

At present we provide paper maps to our users. Certain data, eg; the computerised register, can be obtained through the Direct Access Service. We are constantly reviewing and developing all methods of delivery of the data.

- ❖ **Supply accompanying documentation with data to enable users to judge the fitness for any particular purpose.**

Practice Leaflets and Practice Advice Leaflets contain detailed information on the specification of the base data that can assist the user in their interpretation of a particular situation.

- ❖ **Consult users before the destruction of any data set, subject to the prior guidance of the appropriate national record office.**

We have an established policy for retention and destruction of corporate data sets. The policy is in accordance with the Public Records Office guidelines.

- ❖ **Publish a contact point to deal with enquiries.**

The appropriate explanatory, information and advice leaflets contain information as to the names, addresses and telephone numbers of all Customer Service Managers, Area Managers and Survey and Plans Officers. These are also displayed at all of our customer information centres.

- ❖ **Provide information about how users can complain if they are not satisfied with the service they receive.**

A detailed complaints procedure is already well established.

Note: If further details are required in respect of any matters arising from the statements above please contact the Head of Survey and Plans Practice at Land Registry Headquarters, 32 Lincoln's Inn Fields, London WC2A 3PH.

Telephone: 0171 917 8888

E-mail: mkb@hmlr.gtnet.gov.uk

VISIT OUR INTERNET SITE AT <http://www.open.gov.uk/landreg/home.htm>

