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Circular Memorandum No 5/ 2008

TOPIC: **Central Plan Office Search Fees Review - Survey Information Service**

DATE: **12 November 2008**

Following a review of the costs associated with the searching of the Central Plan Office (CPO) it has been found that the average cost of delivery of this service is significantly greater than the current fees that were established many years ago.

The associated fees have therefore been amended to reflect the costs for providing this service. The new fees are itemised below.

Description	Applicable Fees
Full cadastral search of CPO	\$20
Single survey plan and notes (A3 / A4 copies)	\$10
Each copy greater than A3	\$20
Hourly fee – per hour or part thereof	\$40

These fees will continue to be exempt from GST and will be applied as follows.

Full Cadastral Search of CPO

This basic fee of \$20 will cover a full cadastral search of the CPO. This includes identifying information relevant to the search request and providing monochrome copies of the identified survey plans and notes.

Single Survey Plan and Notes

This fee is applied to specific requests for a single survey plan and notes. The new fee of \$10 includes the provision of the associated monochrome copies (A3 or A4).

Copy Greater Than A3

The provision of monochrome copies that are larger than A3 for each survey plan with notes will cost \$20.

Hourly Fee

For customised searching that requires reference to historical documents the associated hourly fee will be \$40 per hour or part thereof.

These fees will apply from 1 December 2008 when the **Survey Information Service** will be made available. That service will enable on-line ordering and delivery of some information from the Land Titles Office, the CPO and the Deeds Office records.

This service, within the LIST (Land Information System Tasmania), instigates a search for survey information based on an identified parcel of land and has been designed to deliver copies of survey plans and notes, together with plan references relating to a proposed survey. It provides LIST subscribers with greater flexibility and control of the search, as well as immediate access to all relevant scanned plans and/or references available.

The service allows subscribers to select an area within LISTmap, view summary information about available survey information and provides a Survey Information Report for purchase. It also enables online requests for manual searching through the Land Data Registration Branch (LDRB). The Survey Information Report contains descriptive information, a map and a compilation of available scanned documents.

As the availability of scanned documents is limited, it is envisaged that the majority of subscribers will also forward the online request to LDRB for manual completion. However, the Report will provide sufficient survey images to enable the commencement of planning or survey work.

For more information about subscribing to this service refer to the contact information under '**Contact the LIST**' on the LIST home page. (<http://www.thelist.tas.gov.au/contact.html>)

Subscribers can access the service from the LISTmap viewer page by selecting the 'Survey Search' button.

A handwritten signature in black ink, appearing to read 'Peter Murphy', with a stylized flourish at the end.

Peter Murphy
SURVEYOR GENERAL