

ASTLRR2.11

Settle complex plans cases



Overview

This unit covers the competences required by those staff who are responsible for plans settling relating to complex cases. This includes establishing subjects of application and applicable rights and burdens using information from relevant documentation and other sources. As such, it is suited to more experienced Plans staff.

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Performance criteria

- You must be able to:*
- P1 access information relating to complex applications from recognised **sources**
 - P2 establish the extent of subjects of application including any rights or burdens
 - P3 abstract the prior deeds for rights and burdens
 - P4 check the prescriptive Title of the subjects
 - P5 liaise with the legal examiner to ensure that all necessary references are provided
 - P6 take **appropriate action** where there are problems relating to establishing boundaries, rights and burdens
 - P7 update the common deeds index where this is necessary
 - P8 add information to the digital mapping system using agreed referencing and stamps
 - P9 use supplementary plans and supplementary plan layers where this is necessary
 - P10 add information to the Land Register system
 - P11 print the Title Plan at the most suitable scale

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Knowledge and understanding

Working with applications

You need to know and understand:

- K1 how to plot and scale accurately
- K2 organisational procedures for establishing subjects, rights and burdens
- K3 how to find and access relevant books and folios
- K4 the concepts of Research Area and Parent Title
- K5 the various types of deeds and how they affect the application
- K6 the difference between a right and a burden
- K7 prescriptive title
- K8 the tolerance of maps used
- K9 what action to take in response to problems
- K10 organisational procedures for adding information to the digital mapping and Land Register systems

You must also be able to demonstrate the knowledge and understanding defined in the Introduction to the standards.

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Additional Information

Scope/range

This section describes the contexts in which you must be able to demonstrate competent performance. For this unit these include:

- 1 accessing information from the following **sources**:
 - 1.1 documentation
 - 1.2 the system being used
 - 1.3 files
- 2 taking the following types of **appropriate action** in response to problems:
 - 2.1 referring problems to a senior colleague
 - 2.2 corresponding with the legal profession

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