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### ELECTRONIC CONVEYANCING

Electronic conveyancing is being developed under the Land Exchange program, a division of Land Victoria. The electronic conveyancing presentation held on 27 April 2005 was well attended and client feedback has indicated that it was a great success. Presenters from Victoria were appreciative of the reception received. If anyone would like a copy of the presentation on CD it is available through the Land Titles Office. The Registrars are now working on a draft National Business Model and governance arrangements.

The web-site address for full information on electronic conveyancing is [www.landexchange.vic.gov.au/ec/](http://www.landexchange.vic.gov.au/ec/)

### AMENDMENTS TO THE LAND TITLE ACT

The amendments to the *Land Title Act* were unable to be included in the *Justice Portfolio (Miscellaneous Amendment) Act* as anticipated. It is proposed that the amendments will be made to the *Land Title Act* later in the year.

The amendments are:

- Caveator or his or her authorised agent may lodge a notice of commencement of proceedings.
- Solicitor or other authorised agent can sign a mortgage instrument on behalf of a mortgagee.
- A mortgagee must consent to amending an easement, covenant or profit a prendre.

### ADDRESS FOR SERVICES OF NOTICES

The Registrar-General's Office has received advice from the Litchfield Shire Council that residential addresses are being recorded on the register from information provided on the transfer form.

As you may be aware the rural area does not receive mail to residential street addresses. The concern is that services of notices such as caveats, liens, warrants and similar important notices from the Registrar-

General may not be received by the owner of the property. Council also has concerns regarding rate notices. Could you please consider using postal addresses rather than residential addresses.

### BDM COMMEMORATIVE CERTIFICATES

The Office of Births, Deaths and Marriages (BDM) called for expressions of interest from NT artists, illustrators and graphic designers to design artwork for a series of commemorative birth certificates and other promotional material. Four artistic works have been chosen for further consideration.

BDM is working with the successful tenderers to finalise certificates that reflect aspects of the Northern Territory, including its landscape, flora and fauna. The certificates should be available by the end of the year.

### LODGING REQUIREMENT: BIRTH, DEATH & MARRIAGE CERTIFICATES

A reminder that all applications to note death or changes of names on title are to be accompanied by an original official certificate issued by the Registrar of Births, Deaths & Marriages. In some cases a Statutory Declaration may also need to be completed.

The Commonwealth Attorney-General's Department, Canberra has recently announced the introduction of new accountable individually numbered marriage certificates (parties copy) as from 1/9/05. These certificates will be accepted in place of the Registrar's certified copy. Note that old marriage certificates (parties copy) issued before this date will not be accepted.

### NAME SEARCH FEE TO BE APPLIED WHEN REQUESTING LAND TITLE OFFICERS TO CONDUCT A NAME SEARCH

From 1 October 2005, when requesting Land Titles Officers to conduct an assisted name search in the office, a \$15.00 search fee will be applied. This fee will also apply if no record is found. For example a list of 10 different names to be searched could incur a charge of \$15.00 for each name searched whether or not it leads to a title search. It is proposed that name search will continue to be available in the Settlement Room and for web-based searching at no charge to Land Titles Office licensed customers.

These changes have previously been discussed with members of the Registrar-General's Consultative Committee.

The purpose of the change in procedure is three-fold, namely:

- Because of increasing privacy concerns and national fraud and security issues.
- To encourage customers to become more self sufficient in conducting the searches themselves.

- To account for the considerable cost in land title staff conducting numerous name searches in-house.

The time frame for the change to settlement room searching depends on being able to make the necessary computer changes, however it is also planned for 1 October 2005. Clients will be required to insert their account number before name search will be available.

### LODGEMENT BOX

It has been suggested by clients that a lodgement box be set up in the office to receive instruments that can be examined at off peak lodgement times. Some rules have been proposed for the use of the lodgement box. They are:

- Insertion in the box can occur at any time but if at peak times, examination will not take priority over counter lodgements.
- A requisition fee of \$35.00 will apply. Each incorrect instrument will incur a \$35.00 charge.
- Lodgement will not occur until all requisitions have been corrected and requisition payment received.
- Requisitions need to be addressed within 7 days otherwise all documents will be returned.
- If documents are returned they will not be re-examined without the requisition fee being paid.
- Documents must have a cover page clearly showing contact details for requisition.
- If one instrument is requisitioned in a group of dealings, the other dealings cannot be processed (unless it is clearly stated to the contrary) until the requisitioned instrument has been returned duly amended and payment of the fee received.
- Generally the service is not intended to provide lodgement and registration of dealings until all the documents are in order and are able to be processed.

The Lodgement Box will be available from 1 October 2005.

### RESULTS OF SURVEY

Responses to the client survey distributed in May have been evaluated. 93% of clients rated the quality of the customer service as good to excellent, while 93% of clients rated the overall quality of the products and services as high. There were some adverse comments regarding client service in Darwin LTO which will be systematically addressed.

*Our aim is to provide a timely, efficient and accurate service to our clients at all times.*

### PRE-NUMBERING OF UNITS PLANS

This newsletter has previously advised that the examination functions of units plans has been transferred to the Department of Planning and Infrastructure. In order to improve internal processes, unit plans will now be pre-allocated a unit plan number when lodging for examination purposes with the Surveyor-General. The same number will be used when registering a unit plan. As a result, the year may no longer denote the registration date. For example a unit plan number of 96/2005 may not be registered until 1 January 2006. There may also be gaps in the

sequential numbering. Apart from this, it is unlikely that clients will be affected by the change.

### OFFICE STATISTICS

#### Land Titles Office

	Total 2003/04	Total 2004/05
Lodgements	28,104	29,346
Searches	201,970	217,038

Overall there was an increase in lodgements of 4% and searches of 7% last financial year.

#### Births, Deaths & Marriages

	Total 2003/04	Total 2004/05
Births	3,677	3,604
Deaths	858	945
Marriages	748	800
Changes of Name	301	416
Certificates issued	11,953	14,373

Overall registrations increased by 3% and certificates increased by 20% last financial year.

### POWER OF ATTORNEY FORMS

Reminder: If the standard Land Titles Office Power of Attorney form is lodged and exceeds two pages (that is the front and back page counting as two pages) the non-standard fee of \$130.00 applies.

### HOW IS THE LAND TITLES OFFICE LEVY BEING SPENT?

From time to time we are asked this question. Over the last several years the levy has gone towards scanning all the historical instruments in the strongroom as well as other IT enhancements which have provided considerable benefits in being able to search on-line in your office and in the Land Titles Office settlement room, including the ability to view instruments at your desk. This is a service not provided anywhere else in Australia to the extent that it is in the Northern Territory.

Over the next period it is proposed that the bulk of the fund go towards the development of a National Electronic Conveyancing System and in the immediate future, pre-population of forms which will be demonstrated at the next Consultative Committee Meeting.

### CONSULTATIVE COMMITTEE MEETING

The next Consultative Committee Meeting will be held on the 31 August 2005. If you wish to raise any matters with the Committee please contact your industry representative. If you are unaware of your nominated representative please contact Wendy Endenburg on 89 995318.

### OTHER REMINDERS

Having technical problems with your web based searching? Telephone ILIS Support on 89244042.

Further hands on training sessions will be available later in the year. Expressions of interest to Glynis Abbott on 8999 7211.

Payment of accounts within 14 days as per licence

agreement. We appreciate your co-operation in this regard.