

What



- A set of rules that will be applied to a local authority's (LAs) data to ensure HM Land Registry's (HMLR) requirements are met
- **Global Rules** – applicable to all LAs
- **Local Rules** – applicable to an individual LA and identified following analysis of their data
- Negates the need for manual work required to amend the data
- Will be agreed with the LA prior to being applied to their data

When



- Add data to a charge where that data is not currently held within an LLC Register, e.g. charge type
 - a rule that interrogates the existing data to determine the charge type and applies it automatically, rather than the LA manually adding the information to each charge
- Apply a correction/enhancement to a significant number of charges (100+), e.g. missing registration date
 - a rule that utilises the existing dates within the data, e.g. “registration date must be 3 days after the creation date”

Where



- Application of business rules depends on the source of data and the rule. Main applications are:
 - amending the source data – digitised output from a paper dataset or applying the rule as a script within the existing software system
 - amending the data extract – LA source data remains unchanged. The rule is applied to the data extract before it passes into HMLR's Register