

## Self-Build and Custom Housebuilding Register: Advisory notes

The Self Build and Custom Housebuilding Regulations were updated in October 2016 and specify that Local Planning Authorities can introduce an local eligibility conditions for entry onto the register in the form of a local connection test and a financial solvency test, in addition to the existing requirement for applicants to be over 18 years of age and a national of the UK, another EEA country, or Switzerland.

This document explains the eligibility criteria and the evidence you will be required to provide as part of your application for the register. Those applicants who meet all of the eligibility criteria will be placed onto Part 1 of the register. Applications who fail the local connection test but meet all other criteria will be added to Part 2 of the register. Applicants who fail to meet any of the other criteria for inclusion will be rejected.

The updated 2016 Regulations specify that applicants whom meet all of the eligibility criteria should be placed onto Part 1 of the register. Local Planning Authorities must count entries on Part 1 of the register towards the number of suitable serviced plots that they must grant permission for. The level of demand is established by reference to the number of entries added to an authority's register during a base period. At the end of each base period, relevant authorities have 3 years in which to permission an equivalent number of plots of land, which are suitable for self-build and custom housebuilding, as there are entries for that base period. Those applications that fail a local connection test but otherwise meet the eligibility criteria must be entered onto Part 2 of the register. Entries on Part 2 do not count towards demand but the Regulations specify that Local Planning Authorities must have regard to the entries on Part 2 when carrying out their planning, housing, land disposal and regeneration functions.

### Eligibility Criteria

<b>Eligibility Requirement</b>	<b>Evidence Required</b>
<p>Basic Eligibility:</p> <ul style="list-style-type: none"> <li>- Name</li> <li>- Address</li> <li>- Be aged 18 or over</li> <li>- A British Citizen, a national of a EEA state other than the UK, or a national of Switzerland</li> <li>- Seeking (either alone or with others to acquire a serviced plot of land in Runnymede to build a house to occupy as sole or main residence.</li> </ul>	<ul style="list-style-type: none"> <li>- Copy of passport, driving license, birth certificate or suitable equivalent</li> <li>- Copy of passport, identity card or suitable equivalent.</li> </ul>
<p>Financial Solvency Test:</p> <ul style="list-style-type: none"> <li>- The Council requires evidence from applicants which demonstrates that they have sufficient funds to purchase a plot of land for their self-build project at a value of £259,333<sup>1</sup>.</li> </ul>	<ul style="list-style-type: none"> <li>- Details of savings equivalent or greater to the average price per plot (as defined in this document) that could definitely be used for purchase of land and to fund the construction of a self-build project or;</li> <li>- In-principle bank loan agreement or an agreement in principal from a mortgage</li> </ul>

<sup>1</sup> The Council has utilised the [Government's land value estimates from 2019](#) and assumed a site density of 30dph in line with the Adopted Runnymede Local Plan 2030. This states that the estimated value for a typical residential site, per hectare in Runnymede is £7,780,000.

	<p>provide for the purchasing of the land and funding of any resources that will be used to construct for the build.</p>
<p>Local Connection Test:</p> <ul style="list-style-type: none"> <li>- The applicant has been living in the Borough for three consecutive years; or</li> <li>- The applicant has previously lived in the Borough for a period of three consecutive years within the past 5 years; or</li> <li>- The applicant is currently employed in the Borough and have been for the past 12 consecutive months<sup>2</sup>; or</li> <li>- The applicant is currently self-employed, with an ongoing viable venture where the work is within the Borough, and has been for the past 12 consecutive months<sup>3</sup></li> <li>- The updated 2016 Regulations also specify that current or former personnel (who have been out of service for a period of 5 years, as this is the longest time identified by Runnymede in the local connection test) of the armed services will automatically satisfy any local connection test set.</li> </ul>	<ul style="list-style-type: none"> <li>- Historic (at least 3 years old) and current utility bill demonstrating name and address(es) of the applicant or;</li> <li>- Historic (at least 5 years old) and subsequent utility bill demonstrating name and home address(es) of the applicant for three consecutive years or;</li> <li>- Historic (at least 12 months old) and current P45 or Payslip demonstrating the applicants address(es) of employment or;</li> <li>- Assessment of a self-employment statement, the applicant must provide any evidence that they feel is relevant to support the statement.</li> </ul>

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<sup>2</sup> Employment must be more than 16 hours per week and where working hours fluctuate, an average will be taken over 12 months

<sup>3</sup> Self-employment must be more than 16 hours per week and where working hours fluctuate, an average will be taken over 12 months