

Self-build and Custom Housebuilding Register

Frequently Asked Questions

What is the Self-build and Custom Housebuilding Register?

The Self-build and Custom Housebuilding Register (herein referred to as ‘the Register’) provides valuable information on demand for self-build and custom housebuilding in the local area and forms a key part of Blaby District Council’s evidence base of demand for this type of housing.

What is Self-build and Custom Housebuilding?

Self-build housebuilding is defined as projects where someone directly organises the design and construction of their new home. Custom-build homes are where you work with a specialist developer to help deliver your own home¹.

Am I eligible to be included on the Register?

To be eligible to be included on the Register you must be:

- Aged 18 or over;
- A British citizen, a national of an EEA State other than the United Kingdom, or a national of Switzerland;
- Seeking (either alone or with others) to acquire a serviced plot of land in the relevant authority’s area (within Blaby District) to build a house to occupy as your sole or main residence.

If you are submitting the application on behalf of an association of people, the eligibility criteria listed above applies to each individual member of the association. Failure of any one of the association’s members to meet the criteria listed above means failure for the association to be added to the Register.

How do I apply to be included on the Register?

Application for entry in the Register must be made in writing, either electronically via the online submission form or by completing the form and emailing or posting the completed form to the Council.

You may register as an individual or as an association. If you are submitting an application as an individual, you are required by law to provide the following information as part of your application:

- Name and address;
- Date of birth;
- Nationality of the individual;

¹ House of Commons Briefing Paper Number 06784, *Self-build and custom housing (England)*

- Confirmation that the individual is seeking (either alone or with others) to acquire a serviced plot of land to build a house to occupy as that individual's sole or main residence.

If an application to be added to the Register is being made on behalf of an association, the following details must be provided:

- Name and address of the association;
- Name, address, date of birth, nationality of **each** member of the association;
- Name and address (if different address to that of the association) of the lead contact for the association;
- Confirmation that each member of the association is seeking (either alone or with others) to acquire a serviced plot of land to occupy as that individual's sole or main residence;
- Number of serviced plots of land that the members of the association are seeking to acquire.

What is a 'serviced plot of land'?

A serviced plot of land means a plot of land that has access to a public highway and connections for electricity, water and waste water².

I've submitted an application to be included on the Register, what happens next?

The Council must determine an application for entry in the Register within 28 days of the date that the application is received.

If an applicant is deemed eligible for entry in the Register, the Council will make an entry into the Register and notify the applicant in writing within 28 days of the date of determination to either the individual or the lead contact of the association.

If an applicant is not eligible for entry in the Register, the Council will notify the applicant and give reasons why they are not eligible. This will be in the form of a written notification that will be made within 28 days of the date of determination to either the individual or the lead contact of the association.

I am now in the Register, what will you do with my information?

If any developer or landowner within the District expresses an interest to provide serviced plots of land for self- or custom-build housing, the Council will contact all relevant individuals on the Register who have expressed an interest to obtain a serviced plot within that area.

The personal information you supply to Blaby District Council in this form will be processed in accordance with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018 (when in force). We may share this information with other council departments, local authorities, government departments or law enforcement organisations to improve service delivery or for the prevention or

² The Self-build and Custom Housebuilding (Register) Regulations 2016

detection of crime and fraud where the law allows this. Further information on how we handle your personal information can be found on the [Data Protection Notice web page](#) on the Council's website.

Two years from the date on which successful entries into the Register are made, the Council will contact the named individual or lead contact of the Association to confirm that the contact details are accurate and that they (the individual or Association) still wants to acquire one or more plots of land within Blaby District on which to undertake a self-build project.

What if I want to make changes to my entry?

If your application to be added to the Register is approved, you may later apply in writing to amend your entry in the Register. The eligibility criteria listed above apply in the same way to amend an entry in the Register as they do to make an application to be included in the Register.

I want my entry to be removed from the Register

The Council will remove an entry from the register within 28 days of receiving a written request to do so from the individual requesting to be removed from the register, or from the lead contact (or such other person the authority considers to be acting on behalf) of the association wishing to be removed from the register.

The Council may remove an entry from the register if it considers that the individual or, in the case of an association, a member of the association, is no longer eligible for entry in the register. Where the Council makes the decision to remove an entry from the register due to ineligibility, the Council must notify the subject giving reasons for that decision.

The Council's notification must be in writing and sent within 28 days of the decision to:

- In the case of an individual, the individual;
- In the case of an association, the lead contact or other such person the authority considers to be acting on behalf of the association.

For more information, please contact a member of the Planning Policy team at:

Email: planning.policy@blaby.gov.uk

Telephone: 0116 272 7584