

# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

Agenda Item No. 8

meeting date: THURSDAY, 7 JUNE 2018  
 title: ELIGIBILITY TO REGISTER ON THE SELF BUILD REGISTER  
 submitted by: CHIEF EXECUTIVE  
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## 1 PURPOSE

1.1 To recommend amendments to the Self-build and Custom House Build Register.

1.2 Relevance to the Council's ambitions and priorities

- Community Objectives – To meet identified housing need in the borough.
- Corporate Priorities – To be a well-managed and efficient Council.
- Other Considerations – None.

## 2 BACKGROUND

### 2.1 What is self-build and Custom House Building

The Self-build and Custom House Building Act 2015 provides a legal definition on self-build and custom house building. The Act does not distinguish between the two and provides that both are where an individual, an association of individuals or persons working with or for individuals, build or complete houses to be occupied as homes by those individuals.

In considering whether a home is a self-build or custom build, relevant authorities must be satisfied that the initial owner of the home will have primary input into its final design and layout.

### 2.2 Why must relevant Authorities keep the Self-build and Custom House Building Register?

The Self-build and Custom Build House Building Act 2015 requires each authority to keep a register of individuals who are seeking to acquire serviced plots of land in the authority's area for their own self-build and custom house building. This guidance accompanies the regulations and can be used by relevant authorities to assist them in designing and administering the register they are required to keep.

## 3 ISSUES

3.1 Ribble Valley Borough Council has established a register and this was set up in October 2017. To date, 26 households have registered and we have also received 12 application forms from households who are not eligible. The main reason for not being eligible has been failure to confirm that the property will be the applicant's main residence.

3.2 The Act enables local authorities to introduce eligibility tests and it is recommended that a local connection requirement is introduced to the Ribble Valley register. Due to high demand for housing of all types of property in the borough, it is proposed that to be eligible, the same criteria is used as in the affordable housing schemes within

Section 106 Agreements requiring local connection must be met. As part of meeting the local connection criteria, ID will be required as evidence the connection is being met.

The proposed local definition is set out below:

- a) currently living in the Borough for more than 10 years;
- b) currently living in the Borough and have done so continually for between 5 to 10 years;
- c) currently living in the Borough and have done so continually for a minimum of 12 months;
- d) currently permanently employed in the Borough for a minimum of 12 months and are employed for a minimum of 18 hours per week paid or unpaid; or
- e) Persons who at least one of the adult applicants have next of kin who have lived in the Borough continually for a minimum of five years. Next of kin for the purposes of this clause shall be defined as mother, father, brother, sister or adult children;
- f) Persons who are former residents of the Borough who have moved from the Parish because of a lack of affordable housing in the Parish.

Members of the Armed Forces and ex service personnel will be deemed as having met this requirement.

3.3 Also recommended is the introduction of a fee to register. It is recommended that a fee of £60 per application is introduced and this is to cover the administrative cost of maintaining the self-build register.

3.4 The introduction of fee and local connection requirement will be applied to all new applications received after a 4 week period of consultation. Any applicants currently on the register will be written to after one year on the register informing them of the new local connection requirement and the administrative fee.

## 4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications:

- Resources – Resources for dealing with the register are currently contained within existing revenue budgets. The introduction of a charge will generate some income to offset costs.
- Technical, Environmental and Legal – The process is subject to specific regulatory procedures.
- Political – No issues identified.
- Reputation – Maintaining the register will contribute towards providing opportunities to deliver affordable housing.
- Equality & Diversity – None.

## 5 RECOMMENDED THAT COMMITTEE

5.1 Accept the report and agree the proposal to introduce a local connection requirement and also to introduce an administrative fee to register on the self-build and custom house building register.

- 5.2 Agree to hold a 4 week consultation period commencing the 11 June and subject to there being no adverse issues raised, confirm that the new requirements will be operated from 1 August 2018.

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