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## **Self-Build and Custom Housebuilding Register for Allerdale Area: Application for Individuals**

This register is for those wishing to register an interest in self-build and custom housebuilding in parts of the Allerdale area that are not in the Lake District National Park (LDNP). Households wishing to register an interest in self-build and custom housebuilding in the LDNP should apply for entry to the LDNP register.

If you are applying on behalf of more than one person (e.g. as a couple, or two or more members of a household) please choose one person as the key contact.

Name

Address

Phone

Email

In which town, village, or locality in the Allerdale area would you like to build your home?

Please tell us about your local connection to this place.

Give details of family or employment connections; or specify other links to the area.

How many adults, aged 18 or over, would you expect to be living in the home?

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How many children, aged under 18, would you expect to be living in the home?

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## Eligibility

The Self-build and Custom Housebuilding Register is split into two parts:

**Part 1** is for applicants who meet the statutory requirements and the local connection and financial viability tests set by the local authority. The Council must grant sufficient planning permissions for serviced plots of land to meet the demand identified in this part of the register.

**Part 2** is for applicants who do not have a local connection but who have proven financial viability and who meet the statutory requirements.

Applicants who cannot demonstrate financial viability or do not meet one of the statutory requirements are not eligible to join the register.

## Statutory Requirements

Please tick all that apply.

- ☐ I am aged 18 or older.
- ☐ I am a British citizen, a national of a European Economic Area (EEA) State other than the United Kingdom, or a national of Switzerland.
- ☐ I am seeking (alone or with others) to acquire a serviced plot of land in the Allerdale area to build a house for occupation as my sole or main residence.

**Evidence of age and nationality is required.** Both are shown in the front page of a passport or on a driving licence, other forms of evidence may be accepted.

## Local Authority Obligations

I have a local connection to the Allerdale area through one of the following:

- ☐ Resident in the Allerdale area for at least 12 months.
- ☐ No longer resident in the Allerdale area but was a resident for at least one of the last three years.
- ☐ Family association\* with an existing resident of the Allerdale area, who has been resident for at least 12 months.
- ☐ Permanent employment in the Allerdale area or acceptance of the offer of employment.

\*Family association is defined as spouse, civil partner, parent, children and siblings. we will also allow family associations through marriage e.g. step parents, children and siblings resident in the Allerdale area for at least five years.

We will use Council Tax records as evidence of residency, previous residency and family association. Other forms of evidence may be considered.

To prove employment in the Allerdale area please send a payslip or P60 showing your employer's address; or a letter from your employer confirming the business address. In all cases we will require confirmation that the employment is permanent.

Under the Allocation of Housing (Qualification Criteria for Armed Forces) (England) Regulations 2012, the following are not required to show they have a local connection:

- Persons who are serving in the regular forces or have done so in the five years preceding their application for an allocation of housing accommodation.
- Bereaved spouses or civil partners of those serving in the regular forces where their spouse or partner's death is attributable (wholly or partly) to their service and the bereaved spouse or civil partner's entitlement to reside in Ministry of Defence accommodation then ceases.
- Seriously injured, ill or disabled reservists (or former reservists) whose injury, illness or disability is attributable wholly or partly to their service.

☐ Please tick here if this applies to you, and provide details below:

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## Financial Viability

I can provide the following evidence that I have sufficient funding to purchase land in the Allerdale area for self-build and custom housebuilding purposes:

- ☐ An offer for a self-build mortgage from a member of the Council of Mortgage Lenders. This must clearly show the release of funds for the purchase of land.
- ☐ In cases where a mortgage is not needed to purchase land;  
Written confirmation from a qualified financial advisor that clearly states that the applicant has sufficient readily accessible funds/equity to purchase land.

## Declaration

I/we declare that to the best of my/our knowledge and belief that the information provided on this form is correct and complete. I/we accept that any false or misleading information will result in my/our application to be placed on the Council's self-build and custom housebuilding register being refused or my/our entry being removed from the register. I/we understand that providing false information is a criminal offence.

I/we agree to inform the Council in writing of any change in my/our circumstances relevant to my/our application for entry onto the self-build and custom housebuilding register.

I/we give permission for the information submitted in this application form to be retained by the Council and understand that if I/we have indicated a connection through residency or family residency, Council Tax records will be used to verify the connection. The information in this form will not be used for any purpose other than to assess my eligibility for part 1 of the Self-build and Custom Housebuilding register.

I/we understand that entry to the register is not a formal commitment to self-build or custom build in the Allerdale area. Nor is it a commitment from the Council to provide a self-build or custom build plot.

Signed

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Date

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**Please provide evidence of age, nationality, local connection and financial viability.**

Photocopies and scanned images are acceptable. Any physical copies of evidence that you provide will be returned to you when we have fully assessed your application.

**Please send your completed form and evidence to:**

housing.developmentteam@cumberland.gov.uk

Alternatively, send by post to:

Housing Development Team  
Cumberland Council  
Allerdale House  
Workington  
CA14 3YJ

Please mark your envelope 'Private and Confidential'.

**Data Protection**

Cumberland Council takes your privacy seriously and your data will be used to provide you with the services you request. It will be processed in accordance with the General Data Protection Regulations (GDPR) and prevailing UK data protection legislation. We may share your data with partner organisations where necessary to provide you with the services requested, or where we are legally required to do so. Failure to provide the necessary information may mean we are unable to provide you with the service you require. We will not use your data for marketing purposes unless we have gained your consent to do so. You have a number of rights in relation to your data. If you want to exercise any of these rights then you can do so by contacting the Information Governance and Data Protection Officer, Allerdale House, Workington, Cumbria, CA14 3YJ (tel: 0300 373 3730 /email: [foi@cumberland.gov.uk](mailto:foi@cumberland.gov.uk)) or by using the Individuals' Rights form on our website. For further information please see the Privacy Notice and individuals' Rights section at [www.cumberland.gov.uk](http://www.cumberland.gov.uk). If you are dissatisfied with the way we have processed your data you may contact the Information Commissioner's Office at [www.ico.org.uk](http://www.ico.org.uk)

The following questions are not compulsory, and you do not need to complete them to be included on the Register. However, it may help us match you with a suitable piece of land during future work.

1. If you do not currently live in the Allerdale area, which area do you reside in?

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2. Please indicate which of the following types of custom build you may be interested in (see page 6 for further details)

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|--|--|
| <input type="checkbox"/> Contract built one-off home               | <input type="checkbox"/> Self-built one-off home             |
| <input type="checkbox"/> Kit or package home                       | <input type="checkbox"/> Developer-built one-off home        |
| <input type="checkbox"/> Supported community self-build            | <input type="checkbox"/> Independent community collaboration |
| <input type="checkbox"/> Developer or contractor led group project |  |

3. What kind of home would you like to build?

- |                                    |  |
|------------------------------------|--|
| <input type="checkbox"/> Detached  | <input type="checkbox"/> Semi-detached or terraced |
| <input type="checkbox"/> Apartment |  |

4. What plot size would you be interested in?

- |   |  |
|---|--|
| <input type="checkbox"/> Apartment                      | <input type="checkbox"/> Single storey home            |
| <input type="checkbox"/> Smaller plot: 2-3 bedroom home | <input type="checkbox"/> Larger plot: 4-5 bedroom home |

5. What size of housing development would you consider building your home in?

- |   |  |
|---|--|
| <input type="checkbox"/> Single home site           | <input type="checkbox"/> Development of less than 10 homes |
| <input type="checkbox"/> Development of 11-50 homes | <input type="checkbox"/> Development of more than 50 homes |

6. Would you consider shared ownership for your home?  
(e.g. you part own the home with a Housing Association or community land trust)

- |   |                             |
|---|-----------------------------|
| <input type="checkbox"/> Yes (please specify) | <input type="checkbox"/> No |
|---|-----------------------------|

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7. When do you expect to be in a position to start the build?

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8. How long do you expect the build to take?

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There are a number of ways in which self builders can procure and build their own home.

**Contractor built one-off home:** this is the most common form of self-build. The home owner manages the design process including finding the land, hiring a consultant and securing planning and building regulations approval.

**Self-built one-off home:** similar to the above, except that the home owner does most of the construction work themselves.

**Kit or package home:** the owner finds the plot of land and then works with a kit home company to finalise the plans. The kit company then supply and erect the house.

**Developer-built one-off home:** the owner finds a developer with a site and a design that meets their requirements, and the developer then builds it for them.

**Supported community self-build:** a group of people come together to share their skills and build a number of houses collectively.

**Independent community collaboration:** a group is formed to acquire a larger site which is then split in to individual plots. The home owners then organise the design and construction of their own home, sometimes collaborating with others to order materials in bulk.

**Developer/Contractor led group project:** a developer/contractor finds a suitable site then seeks a number of self-build clients and builds the homes to their specification under contract.