



Department for  
Communities and  
Local Government



Homes &  
Communities  
Agency

# Locally-Led Garden Villages, Towns and Cities

## Application Process Guidance

This document adds to the Application Process guidelines in DCLG's **Locally-Led Garden Villages, Towns and Cities** Prospectus.

<https://www.gov.uk/government/publications/locally-led-garden-villages-towns-and-cities>

Expressions of Interest for **Garden Villages**, where the scale is **1,500 – 10,000 homes** must be submitted by the relevant Local Planning Authority. The **Deadline** for submissions is **31 July 2016**.

1 copy of the submission should be emailed to [garden.villages@hca.gsi.gov.uk](mailto:garden.villages@hca.gsi.gov.uk)  
3 hard copies should also be sent to:

Garden Villages Team  
Homes and Communities Agency  
2 Marsham Street  
London SW1 4DF

Expressions of Interest must demonstrate clearly that they meet the requirements set out in the prospectus. The following list provides guidance on the type of information that the EOI should include where possible. This information will enable the Garden Village proposals to be assessed by HCA and DCLG as part of their advice to Ministers on which Garden Village proposals to support. We recognise that some Garden Villages will be at an early stage and responses to some of the questions below may not be available.

## Expression of Interest - Information Required

### Project Objectives, Scale and Planning Status

1. Provide a description of the Garden Village project and how it aligns with current government objectives in relation to Locally-Led Garden Villages,

as set out in the prospectus. How does the proposed Garden Village fit with strategic growth plans in the local area?

2. Provide a high level spatial plan illustrating the ambition for the Garden Village. Include the existing and proposed infrastructure connections; rail stations, road junctions, access roads, power supply, drainage, etc. What is the scale of development? Include: site size, proposed number of homes, schools, employment space, community facilities and green space provision.
3. Provide a location plan of the Garden Village, showing the site, Local Planning Authority, County Council and LEP boundaries. Is it a free standing new settlement?
4. What is the planning status of the site? Please specify which of the following applies to your site:
  - A. Planning Permission granted, development has started but currently stalled.
  - B. Outline Planning Permission granted but no Reserved Matters applications have been submitted yet.
  - C. Site allocated in the statutory development plan but no planning applications have been submitted yet.
  - D. Proposed allocation in an emerging statutory development plan supported by the local planning authority/ies.
  - E. Proposed allocation promoted by developer and/or landowner. Indicate what level of support has been provided by the Local Planning Authority/ies
5. Demonstrate how the proposed settlement meets the principles of well-planned, designed and sustainable Garden Villages. What is innovative and progressive about the Garden Village and what makes it a locally distinctive place? Describe how parks, play areas, community facilities, open spaces and environmental systems will function and help create the sense of place. How will local employment opportunities be created?

### Governance Proposals

6. Outline the Governance Structure for the Garden Village, setting out the roles of the key project partners; the Local Planning Authority, County Council, LEP, Government Agencies, landowners, developers, RSLs etc.
7. Provide a plan showing land ownerships. Is the site in full control of the project partners? Is part of the site owned by the Local Authority? If so indicate how much. Is all or part of the site brownfield land? Where possible

include information on any collaboration agreements, joint ventures or similar partnership arrangements that are in place.

8. Provide a summary of local community support. Has the community been engaged in the planning process to date? What are the levels of support from the local community? What is your long term strategy for engaging the community in the project? Is there local political support for the project?
9. What are the management and stewardship proposals for the proposed Garden Village?

## Delivery

10. What is the preferred project delivery mechanism such as a; Local Delivery Vehicle, Public Private Joint Venture, New Town Development Corporation or similar organisation.
11. Provide market commentary on existing land values, levels of local housing demand, types of homes needed locally and project viability.
12. What are the envisaged timescales for planning and delivery? Provide a timeline showing local plan allocation, outline consent, detailed consent, infrastructure provision, proposed phasing of development and delivery of community facilities.
13. What existing commitments, for example Local Growth Funding, have been made by local partners?
14. What makes the Garden Village proposal a best practice exemplar and well suited to DCLG's Locally-Led Garden Villages, Towns and Cities programme? What innovative forms of delivery such as off-site construction, custom build, self-build or direct commissioning are proposed?
15. Set out the package of government support that would be most beneficial to your project. The prospectus describes the range of potential support which includes: Delivery Enabling Funding, support from ATLAS, brokerage across government, access to government housing funding streams, financial flexibilities, planning freedoms and dedicated delivery vehicles. Please specify the type of project support you are seeking. Identify the immediate project priorities that would benefit from support, the quantum of support needed and the timescale for expenditure.

Further enquiries should be sent to [garden.villages@hca.gsi.gov.uk](mailto:garden.villages@hca.gsi.gov.uk)