**Application Form - Brownfield Land Release Fund 2 (BLRF2) Round 3**

Thank you for your interest in applying for project funding. Please consult the Fund Details and FAQs **before** completing this form. Applicants should liaise with their local One Public Estate (OPE) Partnership in order to submit this application. [One Public Estate Regional Programme Managers](https://www.local.gov.uk/topics/housing-and-planning/one-public-estate/contact-ope) can be contacted for further advice.

One Application Form and one Technical Annex must be submitted **per application**. One Basic Details Form (BDF) must be submitted **per OPE partnership**, who will coordinate and submit all applications within the OPE partnership area.

Please do not exceed 15 sides of A4. Supporting evidence must be provided as separate attachments, which should be clearly labelled, or hyperlinked. There is no need to include whole documents such as complete Local Plans or Housing Strategies where these are publicly available electronically, but relevant policies and objectives of such documents should be clearly referenced where they are relied upon as evidence. Please ensure references to appendices are clear and specific. When using hyperlinks please ensure that links function correctly and documents can still be accessed by external users.

Please complete Sections 1- 4. A checklist is provided at the end of this application form.

**Section 1: Project Details**

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| Project name: | *Project name must be an exact match for the project name given in the Basic Details Form and the Technical Annex.* |
| OPE Partnership name: |  |
| OPE Partnership Programme Manager contact: | *Provide name, job title, organisation, telephone and email contact.* |
| Local Authority: | *This will be the local authority applying for grant support and receiving the BLRF2 Funds. (Please capture within the Basic Details Form where this differs to the site location).*  |
| Project description (500 words): | *Please provide a short description of the project and suitability for BLRF2.* |
| Total amount of BLRF2 requested (£): | *£ (To be rounded up to the nearest pound).* |
| Number of additional homes unlocked: | *This figure should be an exact match for the totals in the Technical Annex and Basic Details Form. This total figure should not include any homes that will be demolished/replaced.*  |

**Section 2: Project Eligibility**

*Applications must confirm they meet the Eligibility Criteria within the Basic Details Form (BDF). If you are unable to answer Yes to all the criteria in the Basic Details Form, please contact your OPE Regional Programme Manager before continuing, as ineligible applications will not be assessed.*

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| I confirm that I have completed the eligibility table in the BDF and it identifies the project as eligible: | *Confirm/Unable to confirm* |

**Section 3: Gateway Criteria**

**3.1 Value for Money**

*Applications must achieve at least an “Acceptable” Value for Money (VfM) category. This is when a scheme is consistent with a Benefit Cost Ratio (BCR) of 1.0 or above after both the Benefit Cost Ratio (BCR) and Non-Monetised Impacts (NMIs) are taken into account.*

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| Have you completed the Technical Annex and submitted it with your application? | Yes/No |
| Is other central government funding required to meet any residual viability gap?  | Yes/No |
| If yes, has this been accounted for within the Technical Annex? | Yes/No/Not applicable |
| Is your Initial Value for Money Category from the Technical Annex at least “Acceptable”? | Yes/No |

**3.2 Market Failure**

*Proportionate evidence should be submitted to justify why the project needs government financial support. For larger projects over 100 homes and/or requesting in the region of £750,000 or above, a Royal Institution of Chartered Surveyors (RICS) compliant development appraisal should be submitted.*

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| Is the site currently prevented from being released due to a specific market failure which BLRF2 funding will help to overcome? | *Yes/No* |
| Describe the market failure which applies to this site and how BLRF2 funding will help to enable release: | *Please describe how BLRF2 funding will enable the release of this site by addressing market failure.* *Please refer to the Fund Details for examples of acceptable viability evidence. All appraisals used as evidence should clearly state the source of data used in any appraisal and how/by whom any professional judgments were taken. Further guidance on market failure can be found in the DLUHC* [*Appraisal Guide*](https://www.gov.uk/government/publications/dluhc-appraisal-guide) *and the FAQs.*  |
| If after BLRF2 funding is secured there will still be a viability gap for the site, please set out how the council intends to address this i.e. through borrowing, other government funding or alternative financing methods. | *BLRF2 funding can be provided alongside other government funding to unlock brownfield projects: in such cases the assessment of value for money will take all government funding into account.**Please include the status of any additional funding within your response (e.g. applied for, approved, allocated). This should also include any other government funding sought but not yet secured.* *Please include information for schemes that are on reserve lists or pipelines for locally administered government grant programmes.* *If other government funding is required to bring the scheme forward, but a decision is pending, please indicate how the council might address the viability gap should the funding not be secured.* |
| Estimated existing use site value: | *£* |
| *Please provide a short narrative on how this figure was calculated, including internal/external valuation.*  |
| Estimated remediation/abnormal/ other costs breakdown where BLRF2 funding is being sought: | *Please provide a list of each capital works activity and associated eligible cost[[1]](#footnote-1) that you are requesting BLRF2 funding for. Please ensure as much clarity as possible by breaking this information down as far as practicable.**Please attach quotes as evidence, if available, and ensure these are clearly referenced against the costs.* *Please include with your cost estimate the base date for tender prices and source (if using an index) eg BCIS TPI Q4 2025.* *Figures should be rounded up to the nearest £* | *£* |
|  | *£* |
|  | *£* |
|  | *£* |
|  | *£* |
| ***Total*** | ***£*** |
| Estimated site value following BLRF2 funded works: | *£* |
| *Please provide a short narrative on how this figure was calculated, including internal/external valuation.* |
| Have you submitted evidence to justify why the project requires public sector funding support?  | *Yes/No* |
| *Please provide the name of the attachment/s.*  |
| If applicable, could the viability/funding gap be solved by reasonable changes to the specification of the scheme that would be acceptable to the local authority? Please outline the changes considered and why they have been disregarded. |  |
| Number of homes that would come forward in the absence of BLRF2: | *Please provide an estimate of the number of new homes which would come forward if BLRF2 funding was not awarded.* |

**3.3 Deliverability and Risk Mitigation**

*Applications must provide evidence that the award of BLRF2 funding will enable the release of the land for housing development by 31 March 2028.*

**Deliverability**

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| If BLRF2 funding is awarded, will the land be released by 31 March 2028? | *Yes/No*  |
| Please outline key dependencies to enable land release and how these will be managed. | *For example:** *extinguishing leases for commercial tenants or decanting residential tenants;*
* *where viability is dependent upon income from the disposal of another site;*
* *where the project represents a later phase of wider regeneration;*
* *relocating social, community and other infrastructure.*

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| Please detail how land will be released by 31 March 2028; and include clear references to any supporting evidence .  |  |
| **Intended route for land release** | **Yes/No (choose one)** | **Reason/detail - where relevant a copy of any transfer and associated legal agreements should be provided/cross referenced**  |
| Will the land be released via an unconditional contract?*Note: this could be a development agreement / building licence with a delivery partner when it goes unconditional and the freehold / leasehold is transferred.* |  |  |
| Will the land be transferred to a development vehicle owned / partly- owned by the local authority?*Note: this could be a Local Authority wholly owned housing delivery vehicle or a public–private JV.* |  |  |
| If neither of the above, will the land be released at the point at which development begins on site?Note: this will be a physical start on site. *Please refer to our FAQs for our definition of start of site.*  |  |  |
| If none of the above, will the land be released at the point of exchange of contacts for the first plot in a Self or Custom Build scheme? |  |  |

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| Is a detailed project plan attached, identifying key milestones? | *Yes/No* |
| *Please attach to your application and reference the name of attachment below. This should be a Gantt chart or similar, outlining the procurement and delivery of the funded works, marketing strategy, disposal and delivery of the development. It should also include any planning consent related activities, as required.* *Milestones must clearly align to those stated in the Basic Details Form.* |
| Does the site have full or outline planning consent or pre-app advice? If not, please describe how this would be achieved identifying any key planning issues such as heritage considerations or flood risk.  | *Yes/No* |
| *Please refer back to the Fund Details, which outline what evidence is required to support application depending whether your project does or does not already have planning permission.*  |
| Please describe how the BLRF-funded works would be procured by 31 March 2025: | *Please outline whether a contractor has been procured, whether a procured contractor panel will be used, or whether a full works procurement process will be required or similar approach.* *Applicants are reminded that funding cannot be provided where works are already undertaken or contracted before the Grant Funding Agreement is signed by all parties.* |

**Mitigation of Risk**

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| Has this project received any approval or support from relevant stakeholders to date?  | *Where the site has been signed off for disposal e.g. by committee, or cabinet, please attach the decision.* |
| Please describe how the project will be governed and managed. | *Please describe the processes for governance and oversight of the delivery of the project.* |
| Please outline the resources that will be allocated to support the project.  |  |

*Applications must demonstrate that risks have been appropriately considered, with mitigation options in place. Summarise below the top 5 risks for the delivery of the project and the release of the land for housing, having regard to the considerations outlined in the Fund Details.*

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| Risk | Mitigation | Risk Matrix Score (1-9) |
| ***EXAMPLE:*** ***Inflationary costs & supply chain:*** *Increase in construction costs (which has impacted labour and materials). Additional risk for unforeseen environmental or regulatory requirements that will impact on budget.* | * *Include construction risk allowance within budget.*
* *Early engagement with statutory consultees if additional regulator requirements are necessary.*
* *Early engagement with quantity surveyors to monitor comparable project construction costs.*
* *Undertake value engineering.*
* *Early engagement with contractors.*
* *Undertake any necessary surveys.*
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**Section 3: Project Prioritisation Criteria**

If the project passes both eligibility and gateway criteria, it will be prioritised for funding using the following information. Please ensure you complete all sections related to the Strategic Case, Innovation and Public Sector Equality Duty before going to Section 4.

When referencing policies and strategies in support of these considerations you must be as clear as possible in referencing this material, such as ‘*Policy number/title, page no and source document’*.

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| Place based metrics: | *50%* | *This is automatically calculated. Do not amend. Please continue to the Strategic Case section below.*  |
| Strategic case (1500 words):  | *35%* | *Projects must articulate how, and the degree to which they will have a positive impact on local strategic objectives, including, but not limited to:* * ***Local Plan:*** *Housing delivery and affordable housing, regeneration, economic development, design, density, area specific policies or site allocations*
* ***Housing:*** *housing mix & tenure including proposals that contribute to the provision of Affordable Housing, Social Housing, Key Worker, Older Persons Housing, Ex-Service Personnel, Homelessness, Ex-Offenders*
* ***Regeneration/Placemaking:*** *strategies (outside of the Local Plan Policy) relating to Levelling Up, Economic Development, Regeneration, Local Employment, Local Suppliers, Skills or Apprenticeship (inc Local Enterprise Partnership or similar partnership Policies)*
* ***Net Zero/Environment/Transport:*** *strategies relating to Biodiversity, Protected Species, Net Zero, Local Transport Plan*
* ***Health, Community and Social Care:*** *strategies relating to Adult Social Care, Health and Wellbeing, Community Safety*

*The Strategic Case will be assessed for both impact and evidence. Applications should demonstrate a clear connection between the impact of the project, evidenced against specific and relevant policies/objectives across key policy areas/objectives such as housing regeneration and economic development. Project outcomes and impacts should clearly contribute to monitored policy goals/outcomes, such as those that support affordable housing.* *Projects that demonstrate their contribution towards the delivery of multiple objectives across a broad range of up to date policy areas will score highest for impact.* *Applicants are also asked to demonstrate through the strategic case that their proposals strongly align with up to date local plan objectives as well as relevant strategies and objectives such as the council’s Housing Strategy. The highest possible score for the strategic case will generally be awarded to projects that demonstrate the below:** *An up to date Local Plan (adopted within the last five years or the council have completed a review within the 5 year window and determined that their plan remains in date or have submitted their Local Plan for independent examination).*
* *Specific Local Plan policies relating to the project should be referred to and clearly referenced, for instance providing a description of the policy names/numbers, page reference and a link to the evidence.*
* *For all other strategies, exact objectives within a specific, up-to-date strategy that are referred to and clearly referenced, and which demonstrate a clear direct link between the objectives/policies and the project.*

*To score strongly for evidence, applications will clearly reference specific objectives/policies within up to date strategies, demonstrating a clear direct link between the objectives/policies, and the project itself. Furthermore, supporting documentation should have gone through a process of external consultation and/or scrutiny before becoming official council policy by an appropriate democratic process. Supporting documentation should be as up to date as possible and reflect wider relevant national policy and guidance. For example, where a project meets the requirements of a number of housing and regeneration policies/objectives in an adopted Local Plan, the Local Transport Plan and the council’s Housing Strategy then we would anticipate that such evidence would support a strong strategic fit.* *A framework is provided below as a guide to structure each thematic area.* Thematic area (i.e. Housing/regeneration/Local Plan, health, community and social care, environment, transport and Net Zero.)Name of Strategy (with link)* Objective (page number referenced)
* Objective (page number referenced)
* Objective (page number referenced)

Evidence: Provide a short explanation as to how your project meets these objectives.*(Repeat as needed for all relevant strategies, and repeat the above across all relevant thematic areas.)*  |
| Innovation (500 words):  | *10%* | *Projects will be assessed based on innovative models of delivery. Areas of innovation could include but are not limited to:* * *Projects demonstrating a positive local economic impact, maximising the involvement of Small and Medium Sized businesses (SMEs)*
* *Proposals to take forward development at a faster pace than conventional construction and development methodologies*
* *Use of modern methods of construction/innovative design,*
* *Joint ventures,*
* *Joining-up across local authority boundaries,*
* *A commitment to net-zero carbon opportunities,*
* *Self and custom build.*

*Meeting baseline regulatory requirements in these areas would by itself not be considered sufficient evidence of innovation, for example projects meeting but not exceeding the requirements of the building regulations with respect to energy efficiency.* *Applications should also demonstrate strong local commitment to delivering the innovative approach(es). For instance, the approach has been formally agreed via a policy, committee or Cabinet, or senior officer delegation.*  |
| Public Sector Equality Duty (250 words): | *5%* | *Projects that guarantee ownership or tenure for people who share one or more protected characteristics (as defined in the Equality Act 2010) in the local area, who struggle to attain appropriate housing, will be given a 5 percent increase to their overall score. Examples could include guaranteed ownership or tenure:** *In areas where those sharing one or more protected characteristics have disproportionately low home ownership; and/or;*
* *In areas where those sharing one or more protected characteristics suffer disproportionately from overcrowding.*

*Meeting baseline regulatory requirements in these areas would by itself not be considered sufficient evidence to receive an increased PSED score, for example, projects meeting but not exceeding the requirements of the building regulations with respect to accessibility.* *PSED will be assessed for impact and evidence. The highest score for impact will be awarded to projects that clearly affirm/guarantee ownership or occupation for people who share one or more protected characteristics, and that this responds to an identified local need within a formally approved strategy.* *Projects should also demonstrate strong local commitment to delivering the identified PSED benefits. For instance, the approach has been formally agreed via a policy, committee or Cabinet, or senior officer delegation, and is beyond every public body's overall duty in respect of equality.*  |

**Section 4: Application sign-off**

All project applications **must** include both an Application Form and Technical Annex, and be approved by the applicant Local Authority Chief Executive, or Section 151 Officer.

One Basic Details Form must also be submitted on behalf of the OPE partnership, which includes **all** sites being submitted.

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| Application approval |
| Name: |  |
| Job Title: | *S151 Officer* ***or*** *Chief Executive* |
| Signature: |  |
| Date: |  |

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| **Full Application Checklist *(For applicant’s reference only)*** | **Yes / No** |
| **Your application** |  |
| Have you provided a named and numbered list of all supporting attachments and checked all hyperlinks work?  |  |
| Have you attached the relevant planning permission decision notice, S106 agreement or conditions document? |  |
| Have you notified your MP of your application? |   |
| Have you submitted one Application Form and Technical Annex per project? |  |
| Have you made sure the project name on your Application Form, Basic Details Form and Technical Annex is exactly the same? |  |
| Have you checked the information on your OPE Partnership’s Basic Details Form, to make sure the information is consistent across your Application Form and Technical Annex? Specifically:1. The project name
2. Milestone dates
3. Housing figures
 |  |
| Have you read the draft Grant Funding Agreement, and are you aware of the terms outlined in the document if you were to be successful with your application? |  |
| **Technical Annex** |  |
| If your gateway Value for Money category is below “acceptable”, have you demonstrated wider benefits or included non-monetised impacts? If yes, have you made sure the necessary evidence has been referenced as points within the application form, Technical Annex and/or attached this as appendices? Where it is necessary to identify LSOAs in proximity of site have these been included in the TA ?  |  |
| If you have adjusted your existing site value, have you made sure the supporting evidence has been referenced within the Technical Annex and/or attached as appendices?  |  |
| If you have high levels of affordable housing because it aligns with your local strategy (which impacts market failure), have you made sure the necessary evidence has been referenced as points within the Application Form and/or attached as appendices?  |  |
| **This Application Form**  |  |
| Have you referenced or attached any evidence that justifies your site valuation? |  |
| Have you referenced or attached the evidence that justifies your BLRF2 funding ask?  |  |
| If your project is over 100 homes or requesting more than in the region of £750,000 have you attached a RICS compliant appraisal or similar proportionate evidence?  |  |
| Have you clearly outlined your proposed timescales for delivery (making sure the milestones are consistent with those outlined in the BDF) and referenced or attached any evidence that justifies your approach? |  |
| Have you referenced or attached evidence that links your project to local policy and objectives such as your Local Plan? |  |
| Have you referenced or attached evidence that demonstrates Innovation, and how the project merits an additional score under the Public Sector Equality Duty criteria?  |  |

End

1. Further information on what are eligible costs are set out in the Fund Details and FAQs. [↑](#footnote-ref-1)