



SLIGO
COUNTY COUNCIL
COMHAIRLE CHONTAE SHLIGIGH



Project Ireland 2040
Building Ireland's Future

Call for Expressions of Interest
Turnkey Housing Developments
for the Provision of Social Housing
Notice to Building Contractors, Developers, Property Owners

BRIEFING DOCUMENT

Validity Period:

28 September 2022 – 31 March 2023

Sligo County Council
Housing Delivery Team
County Hall
Riverside, Sligo

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1. Introduction

- 1.1 Sligo County Council currently has approximately 1 500 households on its social housing waiting list.

The Council is seeking to increase the number of social houses being brought into use, through various delivery mechanisms, including the acquisition of Turnkey Housing.

It is an objective of the Council to create sustainable communities by encouraging a mix of social and private housing in the community. Proposals, by way of Expressions of Interest (EoI), are now invited for the sale to Sligo County Council of housing schemes in Sligo Town, its immediate environs (as per **Appendix 1** Sligo City & Environs Map), the settlements listed in **Table 2.1**, and locations which do not currently have a predominance of social housing.

Proposals should have planning permission or be based on land correctly and appropriately zoned under the Sligo County Development Plan 2017 – 2023 (The Development Plan). Any proposal based on the development of land within the strategic reserve **will not be considered.**

The Department of Housing, Local Government & Heritage (DHLGH) have published the *Housing for All, -A New Housing Plan for Ireland* which focuses on the challenge of tackling the housing crisis, dwelling acquisition via Turnkey Developments is one of a series of delivery mechanisms promoted in the HfA strategy document.

This request for Turnkey Expressions of Interest is valid for a **6 month period** from **28 Sept 2022 to 31 March 2023**

The plan promotes a multi-strand approach to the provision of social housing including Turnkey provision. DHLGH circular 31-2019 “Arrangements for the provision by local authorities of Social Housing through Turnkey projects” sets out the parameters for turnkey provision. This circular can be viewed on the council’s website at <https://www.sligococo.ie/TurnkeyDevelopments/>

2. Scope of Requirement

2.1 Housing Need

- 2.1.1 The Council is seeking to purchase housing units for social housing through Turnkey Developments in specific towns with social housing need across County Sligo. The Council is inviting proposals from Private Developers and Building Contractors who are in

a position to supply such units within a reasonable timescale. **Any Contract entered into will be a contract for the acquisition of the units.**

2.1.2 Under this call, proposals are invited for the supply of houses or apartments that are fit for purpose (as per the requirements detailed in this document) for social housing in the towns specified in **Table 2.1**.

2.1.3

Sligo County Council Social Housing through Turnkey Acquisition Housing Need March 2021		
No.	Location	Area
1	Collooney	Sligo Environs
2	Strandhill	
3	Cararroe	
4	Rosses Point	
5	Enniscrone	West Sligo
6	Easkey	
7	Ballisodare	South Sligo
8	Tubbercurry	
9	Ballymote	
10	Coolaney	

Table 2.1 Specific Towns under this call for Expressions of Interest

2.1.4 Suitable proposals should be well located within close proximity to the towns outlined above, close to required facilities and have access to public services.

2.1.5 Those submitting an Expression of Interest **must** be in a position to offer a development with a **minimum of 10 dwellings** and a **maximum of 25-30 dwellings**.

2.1.6 Proposals outside of the areas listed in **Table 2.1** may be considered in future calls for Turnkey Housing Proposals.

2.1.7 Proposed locations for social housing should not create or add to a predominance of social housing within a particular area.

2.2 Required Units

2.2.1 Proposals should be submitted from Developers/Building Contractors who are in a position to deliver turnkey social housing to meet the Councils current social housing need. Proposals can include:

- (a) Completed Schemes
- (b) Schemes which currently have planning permission for residential accommodation
- (c) Schemes based on well located sites, appropriately zoned and which can be advanced to development without delay

2.2.2 It will be the developers risk and cost to participate in this sales opportunity, to achieving planning, design and construction of the proposed housing units. A contract for the purchase of the units may be entered into with successful applicants.

2.3 Indicative Mix of Required Unit Size

Size of Unit	Percentage of Need
1 Bedroom (apt or house)	30%
2 Bedroom (apt or house)	45%
3 Bedroom (house only)	20%
4 Bedroom (house only)	5%

Note: In Developments of 10 dwellings or greater, 15% of units shall be provided for persons with a disability.

2.3.1 Housing supplied is required to be fit for purpose, with a high energy efficient house type, high quality design and construction, complying with the conditions of planning permissions, Housing Guidelines issued by the Department of Housing, Local Government and Heritage, all Building Regulations, County Development Plans, Local Area Plans and best building practice.

2.3.2 Schemes must comply with all statutory obligations and must comply with relevant guidelines issued by the Council and Department of Housing, Local Government and Heritage including those listed below. Certification of Full Compliance with the current Building Control amendment Regulations and Planning Regulations will be required.

2.4 Non Exhaustive List of Relevant Reference Documents, Standards & Specifications

- (a) Building Standards
<https://www.housing.gov.ie/housing/building-standards/tgd-part-d-materials-and-workmanship/technical-guidance-documents>
- (b) Quality Housing for Sustainable Communities
<http://www.housing.gov.ie/sites/default/files/migrated-files/en/Publications/DevelopmentandHousing/Housing/FileDownload%2C1979%2Cen.pdf>
- (c) Delivering Homes Sustaining Communities
<https://www.housing.gov.ie/sites/default/files/migrated-files/en/Publications/DevelopmentandHousing/Housing/FileDownload%2C2091%2Cen.pdf>
- (d) Guidelines for Planning Authorities on Sustainable Residential Development in Urban Areas
<https://www.housing.gov.ie/sites/default/files/migrated-files/en/Publications/DevelopmentandHousing/Planning/FileDownload%2C19164%2Cen.pdf>
- (e) Sustainable Urban Housing Design: Standards for New Apartments Guidelines for Planning Authorities
https://www.housing.gov.ie/sites/default/files/publications/files/design_standards_for_new_apartments_-_guidelines_for_planning_authorities_2018.pdf
- (f) Urban Design Manual, A best practice guide
<https://www.housing.gov.ie/sites/default/files/migrated-files/en/Publications/DevelopmentandHousing/Planning/FileDownload,19216,en.pdf>
- (g) Design Manual For Urban Roads and Streets
https://www.housing.gov.ie/sites/default/files/publications/files/design_manual_for_urban_streets_version_1.1_low_res.pdf
- (h) Recommendations for Site Development Works for Housing Areas
<https://www.housing.gov.ie/sites/default/files/migrated-files/en/Publications/DevelopmentandHousing/Housing/FileDownload,2451,en.pdf>
- (i) Sligo County Development Plan 2017 – 2023
<https://sligococo.ie/cdp/>

- (j) Space Provision – Room sizes and storage to comply at a minimum with Table 5.1 in the Quality Housing for Sustainable Communities 2007 document.
- (k) En-suites are not required.
- (l) Own door access is preferred for all units
- (m) The provision of adequate private open space and usable public open space shall be provided.
- (n) All housing units must demonstrate compliance with the current building regulations; have a minimum A3 Building Energy Rating and be NZEB compliant.
- (o) Mechanical and electrical installations (heating, ventilation etc.) requiring minimum user input and a low degree of maintenance are preferred. Proven technology is preferred.
- (p) An operations manual shall be provided with each housing unit upon completion to enable the occupants to adequately operate, manage and maintain their home (heating / hot water, ventilation etc.).
- (q) Expected Finishes are, in general:
 - (i) Installation of good quality kitchen and utility room units
 - (ii) A suitably located built in Cooker and Hob is required
 - (iii) Installation of good quality sanitary ware [toilets, WHB's, shower, bath]
 - (iv) No white goods required
 - (v) Floor and wall coverings are required – Finishes schedule to be submitted for consideration and approval by Sligo County Council
 - (vi) Boundary walls to rear gardens – 2m high. High quality hit and miss timber fencing is acceptable for side garden boundaries. Side gates are required.
 - (vii) Adequate and appropriately located waste bin storage to be provided
 - (viii) On site or on street parking to be provided as per the County Development Plan

3 Acquisition Process

A three Stage Process Will be used.

3.1 Stage 1 - Expression of Interest Submission – This Submission

The following information must be submitted:

- a) Details of individual or company submitting the proposal including a contact name, company registration details, address, phone number and email.
- b) Site location map (size A3, scale 1:1000, Ordnance Survey map or similar) with boundaries of the site clearly marked in red showing the proposed site and proximity of local services and amenities. Details of pre-connection enquiries made with Irish Water (if relevant) should be included.

3.2 Stage 1 - Evaluation of Submission

3.2.1 Stage 1 submissions will be evaluated against Pass/Fail criteria in **Table 3.1**. Only those submissions which achieve a Pass mark against all criteria will move to the second stage of the process.

No.	<i>Pass/Fail criteria are as follows:</i>	
1	Social Housing need in locality and which cannot be addressed by way of the development of an existing Local Authority landholding	Pass/Fail
2	Land Zoning Status - Zoning must be compatible with residential development. Properties within the Strategic Land Reserve (County Development Plan) will not be considered	Pass/Fail
3	Public Water and Sewerage Availability	Pass/Fail
4	Capacity to deliver a sustainable community at a location where there is not a predominance of existing social housing	Pass/Fail
5	Quality of site - typography, access, flood risk	Pass/Fail
6	Proof of unencumbered title and consent of the property owner where the applicant is not the owner	Pass/Fail

Table 3.1

3.3 Stage 2 – Detailed Proposal Evaluation

3.3.1 Expressions of interest complying with the criteria of table 3.1 will be invited to make a detailed stage 2 submission.

The requirements for any stage 2 submission will be set out and communicated under separate cover and will include inter alia, applicant details, sales price, delivery programme, scheme layout, house types, number and mix of units, details of current planning permission, details of local amenity services and public utilities, detailed drawings, specifications, schedule of materials and finishes proposed, identification of future maintenance/upkeep requirements, sustainability, suitability for lifelong living, BER energy rating/energy consumption/energy conservation/fuel efficiency, landscape treatment, provision of amenity areas, overall environmental impact etc. Reference to cost is the all-in cost of the development broken down between land costs, construction costs, design fees and other costs such as development levies, utilities, financing costs, sales costs, profit etc.

3.4 Stage 2 – Evaluation of Submission

3.4.1 Weighted criteria will be used to evaluate stage 2 submissions.

The criteria will be used to rank submissions and will be of particular importance where the number of submissions received exceeds the Council's need at a particular location:

Stage 2 proposals will be evaluated as outlined in **Table 3.2**: -Value for money, quality design and delivery programme are key requirements.

	Information which must be Submitted	Marks Available
1	Details of three previous housing/residential schemes completed and delivered by the applicant in the past 15 years. Details to include <ul style="list-style-type: none"> i) Name of development ii) Location of the development iii) Description of the development iv) Year development was completed v) Contact details of promoter 	Pass or Fail for each of (i) to (v) opposite
2	Clear, unambiguous confirmation from Irish Water of availability of <ul style="list-style-type: none"> i) Water Supply ii) Wastewater collection and disposal 	Pass or Fail
3	Clear, unambiguous confirmation from ESB of availability of power supply to the property	Pass or Fail
4	Clear, unambiguous confirmation from Broadband/Telecommunications provider of availability of high quality connection	Pass or Fail
5	Asking price per unit broken down and communicated in the format stipulated inclusive of all costs howsoever arising, charges, taxes and risk.	300
6	Compliance with the stated requirements and the degree to which the proposal, as documented, committed and confirmed by way of the schedule of accommodation, drawings and all scheme details, is	250

	responsive to the housing need of Sligo County Council	
7	Quality and proven performance of all materials, mechanical and electrical systems, and robust provision for low input and low cost future management, upkeep and maintenance	160
8	Quality of Design, Environmental Sustainability, Energy Efficiency	250
9	Programme for delivery of the completed scheme	40
	TOTAL	1000

TABLE 3.2**Notes**

- (1) Award of a "Fail" in any one of the items (1) to (4) above or any of the sub criteria (i) to (v) of (1) above will result in an application being disqualified.
- (2) A mark of at least 75% of the available mark must be achieved in respect of each criterion (5) to (9). Failure to achieve a 75% mark in any one criterion will result in the application being disqualified.
- (3) Where more than one land parcel or development proposal is being submitted Table 3.2 must be fully completed in respect of each.
- (4) Cost of each unit will be assessed having regard to funding implications and the requirements of the Department of Housing, Local Government and Heritage including the Local Authority Cost Ceilings set down by the department.

3.5 Stage 3

3.5.1 Expressions of interest which achieve a high ranking may be invited to participate in stage 3. Not all schemes ranked in stage 2 will be invited to participate in stage 3, where doing so would result in the Council's need being exceeded.

3.5.2 The purpose of Stage 3 is to seek to agree matters such as phasing and hand over dates. Where agreement can be achieved Sligo County Council, may, at its discretion, seek the approval of the Department of Housing, Local Government and Heritage for the acquisition of the housing units.

4.0 Notes for Applicants

Applicants are requested to note the following:

4.1 Governance

The Council is required to conduct its operations to comply with a wide range of national and EU statutory governance requirements through legislation, regulations and circulars.

4.2 Costs

4.2.1 All costs associated with the preparation and submission of an Expression of Interest, including the engagement of design consultants, securing planning permission etc. are to be considered as work at risk and will be the sole responsibility of the Applicant regardless of the outcome of the process, including the abandonment of the process by Sligo County Council.

4.3 Contract for Purchase

4.3.1 Where agreement is reached between the proposer and the Sligo County Council, the manner of conveyance will be by way of the standard 'Contract for Sale', with a deposit payment of 10% being paid (in escrow) on execution of the contract.

The turnkey contract agreement is not and should not be construed as a building agreement or Public Works contract.

So as to avoid any confusion over the detail of what has been agreed for purchase between the developer and the local authority, a special condition will be inserted in the contract for purchase which will describe the units being purchased, phasing schedule/handover dates, specifications, defects period, etc.

No stage payments will be made by the local authority but in the case of a phased delivery/handover, payments will be made in respect of units handed over.

Subject to contract / contract denied the acceptance of any proposal(s) by Sligo County Council shall be subject to the final agreement of satisfactory terms of contract with the Applicant(s) and will also be subject to the availability of funding and the approval of the Department of Housing, Local Government and Heritage, without prejudice.

All costs and expenses incurred by Applicants relating to and including the engagement of design consultants, securing planning permission, etc. is to be considered as 'work at risk' and no recovery of any costs from Sligo County Council will be entertained. Sligo County Council will have no financial liability prior to the signing of a contract. Proposers are advised not to make a submission if this condition is considered unacceptable.

4.3.2 Following the review of all submissions, Sligo County Council may elect to acquire units from one, several or none of the Applicants. No legal relationship or other obligation in

relation to the development of any Scheme shall arise between the Applicant and Sligo County Council unless and until a Contract is formally executed in writing by Sligo County Council and the successful Applicant (if any) and all Conditions Precedents to the effectiveness of any such Contract have been fulfilled. Nothing in this EoI shall be relied upon as a promise or representation as to Sligo County Councils ultimate decision in relation to any agreement for the acquisition of accommodation through a turnkey. Any acquisition will be subject to the approval of the Department of Housing, Local Government and Heritage.

4.3.3 Each Applicant's acceptance of delivery of this EoI constitutes its agreement to, and acceptance of, the terms of the competition. In particular, Applicants must:

- (i) comply with the requirements and instructions specified in this EoI; and
- (ii) when preparing their Submissions, follow the format specified in this EoI and include all information specified in this EoI.

4.4 Confidentiality

4.4.1 Sligo County Council will use its best efforts to hold confidential any information provided by proposers, subject to its obligations under law, including the Freedom of Information Act 1997 and 2003. Sligo County Council may consult with proposers about information it considers sensitive before deciding on any FOI request received. Similarly, Sligo County Council requires that all information provided pursuant to this invitation will be treated in strict confidence by tenderers.

4.5 Irish Legislation

4.5.1 Applicants should be aware that national legislation applies in other matters such as Official Secrets, Data Protection, Lobbying and Health and Safety.

Applicants must have regard to statutory terms relating to minimum pay and to legally binding industrial or sectoral agreements in formulating proposals.

4.6 Meetings

4.6.1 Sligo County Council reserves the right to meet with Proposers if considered necessary, for the purposes of clarification of information received as part of the submission.

4.7 Conflict of Interest

4.7.1 Any conflict of interest or potential conflict of interest on the part of an Applicant, individual employees, agents, or subcontractors of an Applicant must be fully disclosed to Sligo County Council, as soon as the conflict or potential conflict is or becomes apparent. In the event of any conflict or potential conflict of interest, the Council may invite Applicants to propose means by which the conflict might be removed. The

Council will, at its absolute discretion, decide on the appropriate course of action, which may in appropriate circumstances, include eliminating an Applicant from the process or terminating any contract entered into by an Applicant.

4.8 Queries

4.8.1 Queries can be made by email to turnkeys@sligococo.ie. Any queries made that give rise to any new information or clarification, may be issued to all applicants depending on relevance.

4.9 Collusion

4.9.1 Developers are strictly prohibited from discussing any aspect of their Submission with other Developers or otherwise exchanging information or colluding in respect of the Project. Any Developer who fails to comply with this requirement may be disqualified.

4.10 Communications/Interference

4.10.1 No contact must be made with the Council or any of its staff or consultants other than by the methods laid out in the Briefing Document. Any other form of contact should only be made if and when the prior written consent of the Council has been obtained.

4.10.2 Breaches of the Prevention of Corruption Acts 1889 to 2010 or the Registration of Lobbying Act 2015 will not be tolerated.

4.10.3 Oral discussions will not be considered binding. A Developer must not rely on any statements or representations made to it at any time by persons acting on behalf of the Council unless they are confirmed in writing as an amendment to this document.

4.10.4 Any applicant or applicant's representative who unduly influences, or attempts to unduly influence, the Council, its staff or any other relevant persons or bodies involved in this acquisition process in relation to the conduct and outcome of this process will have their Submission rejected.

4.10.5

Return Date and Address:

Expressions of Interest **Stage 1 Submissions** must be returned in writing (**hard copy x 2**) by the closing date of: **OPEN to 31/03/2023**

Envelopes should be sealed and clearly marked:

“Turnkey Housing Proposals for the provision of Social Housing in County Sligo”

And returned to:

**Mr. Jim Molloy, Director of Service, Corporate Services, County Hall,
Riverside, Sligo. F91 Y763**