

Ealing Council Small Sites Programme

The London Borough of Ealing (LBE) is piloting a small site disposal through the Greater London Authority's Small Sites, Small Builders (SSSB) portal. The site is Recreation Road Garages located in Southall Green Ward.

This council aims to support SME developers within the borough in accessing development opportunities.

This opportunity is to purchase the freehold of the site, Recreation Road Garages. Whilst the process to select a purchaser is similar to a tendering exercise, this is not a regulated procurement, and the Procurement Act 2023 does not apply. This is because the proposed disposal is a contract for the acquisition of land which is an exempted contract pursuant to the Procurement Act.

How to Bid

The freehold of the site will be sold to the successful bidder following a competitive bidding process, the evaluation criteria is outlined below. Bidders should ensure they are fully familiar with the supporting documents available on the portal:

1. Technical Information
2. Local Planning Statement (bidders should still consider using the council's pre-planning application service)
3. Heads of Terms
4. Title Register and Plan

5. Site Particulars

Bidders must submit the following documents via the portal:

1. Site Proforma (prescribed form provided on the portal).
2. Design & Development Proposal(s) (Maximum 15 pages of A4 - the proposal should respond directly to the evaluation criteria outlined below).
3. A completed **extended criteria** (you will find this below). Please complete this section and submit with your proposal(s).

Please note we will require more detailed information from the successful bidder at the next stage.

Evaluation Process for Design & Development

For each criterion (except for past projects) we are only looking for brief descriptions and examples, please stick to a maximum of 15 pages of A4.

All bids will be assessed against the following 11 section evaluation criteria:

1. Relevant past projects – 5%
2. Proposed scheme and design – 35%
3. Sustainability – 5%
4. Local Connection – 5%
5. Project Management – 10%
6. Project Programme – 5%
7. Approach to obtaining planning permission – 10%

8. Project Risks – 5%
9. Approach to obtaining funding – 10%
10. Financial Model – 10%
11. Financial Offer – 100% (separate weighting – see 'assessment of bids' below)

The Bidder's design submission and financial offer will be evaluated and given scores. The scoring system for each point assesses the response provided by the Bidder on a scale of 0 to 5, the scoring guidance is set out below. Bidders will only be scored based on the information provided, so it is essential to ensure submissions address all required criteria. The minimum score you can achieve is 10 out of 50. The design submission should not exceed the specified limit of 15 sides of A4 paper.

Ealing reserves the right not to consider and/or reject bids which do not comply with the evaluation and submission criteria and/or any statutory or regulatory requirements.

Score	Rating	Scoring Rationale
0	Unacceptable (immediate fail)	The bidder has not answered the question, has omitted information or has provided information that is not relevant, and the Council are unable to determine whether the bidder possesses sufficient technical and professional ability. Should any potential bidder be allocated with this score, its bid submission will be rejected.
1	Poor	The bidder has provided wholly insufficient responses, or the responses given demonstrates very limited experience and insufficient technical and professional ability to meet the Council's requirements. The council will contact the bidder with clarifying questions.

Score	Rating	Scoring Rationale
2	Fair	The response is superficial and generic. The bidder has provided an insufficient response, or the response given demonstrates limited experience and limited technical and professional ability to meet the Council's requirements. The council will contact the bidder with clarifying questions.
3	Satisfactory	The response is compliant, and the bidder has provided responses that demonstrate they meet the minimum requirements. The council will contact the bidder with clarifying questions.
4	Good	The bidder has provided a response that is robust and supported by suitable and relevant evidence of experience and technical and professional ability.
5	Excellent	The bidder has provided a response that is robust and supported by suitable and relevant evidence of experience and technical and professional ability which exceeds the Council's expectations.

Extended Criteria

The extended criteria are separate to the evaluation criteria. This section asks bidders to confirm their understanding on Health & Safety Requirements, Building Safety Regulations and compliance with the Modern Slavery Act 2015.

Assessment of Bids

Each criterion from 1-10 has a percentage weighting, making up 80% of the total score. The financial offer is assessed separately. The highest financial offer (L) will receive the maximum price score of 100. All other financial offers (Ln) will receive a price score relative to the highest financial offer ($L/L_n \times 100$). The final score for all financial offers will be according to the weighting ($20\% \times \text{price score}$).

Evaluation Criteria						
Criteria	Criteria No.	Sub-Criteria	GLA Proforma	LBE Supplementary Guidance / Local Planning Statement Guidance	Weighting	
Quality	1	Relevant past projects	A summary of relevant past projects you have delivered. You may include images and a description of how you overcame challenges. You may also include past work of the project team you're likely to engage to deliver your proposed scheme (particularly if you are a new organisation).	Please include the following: • Location, size, tenure mix • Explain briefly how this / these project(s) are comparable to the proposed scheme	5%	80%
	2	Proposed scheme and design	An overview of your proposed scheme including: The anticipated number of homes and	<i>In Ealing, we put good design and heritage at the heart of how we enhance our Borough.</i>	35%	

Evaluation Criteria					
Criteria	Criteria No.	Sub-Criteria	GLA Proforma	LBE Supplementary Guidance / Local Planning Statement Guidance	Weighting
			associated square feet/metres of development, broken down by tenure as follows: • Private Sale Homes (internal GIA for each home) Drawings showing the proposed layout and massing of your scheme, demonstrating how you are: • Making the most efficient use of the site • Integrating the proposals with the locality • Overcoming constraints in	Please demonstrate how proposals achieve the following (this could be a simple diagrammatic drawing over a capacity study): • Responds to the technical pack and planning statement • Delivers dual aspect development • Mitigates loss of daylight / sunlight and rights of light on surrounding properties • Mitigates overlooking and improves privacy Please note: <i>Development proposals must be in accordance with all relevant requirements of the Building Safety Act 2022 and</i>	

Evaluation Criteria					
Criteria	Criteria No.	Sub-Criteria	GLA Proforma	LBE Supplementary Guidance / Local Planning Statement Guidance	Weighting
			innovative and creative ways	<i>Building Regulations (Building Act 2010)</i> <i>Greater weighting given to schemes that demonstrate innovation such as the use of Modern Methods of Construction</i>	
	3	Sustainability		<i>Ealing Council have committed to being Carbon Neutral by 2030 (set out in the Climate and Ecological Emergency Strategy).</i> Please explain briefly / demonstrate how your proposal will comply with the sustainability policies within the Local Planning Statement (uploaded on the GLA's SSSB page).	5%

Evaluation Criteria					
Criteria	Criteria No.	Sub-Criteria	GLA Proforma	LBE Supplementary Guidance / Local Planning Statement Guidance	Weighting
	4	Local Connection		<i>Under the 'Inclusive Economy' council priority, the council intends to build wealth within the community by ensuring everything the council does increases social value and contributes to making Ealing a fairer place to live and work.</i> <i>The council is also keen to support local small and medium enterprises.</i> Please briefly explain your connection to the London Borough of Ealing, whether as a resident, through cumulative time lived in the borough, or via ties to the area through family, work, or community involvement.	5%

Evaluation Criteria						
Criteria	Criteria No.	Sub-Criteria	GLA Proforma	LBE Supplementary Guidance / Local Planning Statement Guidance	Weighting	
	5	Project Management	Set out your project management structure showing any consultants and contractors involved in the delivery of the scheme.		10%	
	6	Project Programme	Set out your project programme, showing credible timescales for key stages of planning, construction and completion.		5%	
	7	Approach to obtaining planning permission	Describe your approach to obtaining planning permission, actively addressing likely issues and any intended engagement with the local planning authority, local communities and other stakeholders.	Please include here: A brief description of your approach to meaningful engagement with local residents and stakeholders to address concerns and build support.	10%	

Evaluation Criteria					
Criteria	Criteria No.	Sub-Criteria	GLA Proforma	LBE Supplementary Guidance / Local Planning Statement Guidance	Weighting
				Please note we strongly advise the successful bidder to engage with the local authority through our pre-application service which will include advice on the proposed scheme by our in-house urban design team.	
	8	Project Risks	Set out the key project risks, and tangible and practical actions that can be undertaken to mitigate those risks.		5%
	9	Approach to obtaining funding	Set out your approach to funding the scheme, including indicative sources of finance. Letters of support and/or proof of available funding will be sought from	Please include here: A development cost breakdown for the proposed scheme indicating the total cost to be funded.	10%

Evaluation Criteria					
Criteria	Criteria No.	Sub-Criteria	GLA Proforma	LBE Supplementary Guidance / Local Planning Statement Guidance	Weighting
			preferred bidders.	A funding strategy identifying the sources of funding to be used to fund the total development cost. <i>The conditions of sale for the site requires bidders to demonstrate that they have the funding in place to meet the development costs of their proposed scheme. This evidence will need to be provided by the chosen bidder.</i>	
	10	Financial Model	List the key cost and value assumptions you have used to form the basis of your financial offer. Total Scheme Revenue	Bidders will need to provide: A viability appraisal with a breakdown of the financial basis demonstrating a residual land value. This valuation needs to include an affordable housing	10%

Evaluation Criteria						
Criteria	Criteria No.	Sub-Criteria	GLA Proforma	LBE Supplementary Guidance / Local Planning Statement Guidance	Weighting	
			• Total Scheme Costs (excluding net residual land price, but including acquisition costs) • Total Developer Returns • Total Finance Costs • Average Finance Rate	financial contribution (planning requirement) – see appendix 1 for more information on how the affordable housing contribution is worked out. <i>Not a requirement but preferred:</i> please provide a brief overview of your research into the local market to support your assumptions.		
Cost	11	Financial Offer		The proposal should clearly state the financial offer the bidder is making for the purchase of the site.	100%	20%

Extended Criteria

The extended criteria below outline three critical areas asking if bidders are in compliance with the Health & Safety Regulations, the Building Safety Regulations, and the Modern Slavery Act 2015.

The council reserves the right to contact the bidder to request more information in relation to the questions below.

Health & Safety

Please confirm that you understand and will adhere to the following health and safety requirements by ticking the box below:

You have standard management arrangements in place to effectively manage health and safety within your operations.

You have procedures to identify, assess, and control significant health and safety risks on a project.

You have processes to identify, assess, and control subcontractors (if used) and manage any risks arising from their involvement.

Community / resident risk: you have measures in place to identify, assess, and control health, safety, and environmental risks to the local community and residents arising from project works (e.g., traffic movements, dust, noise, pollution).

I confirm that we have the above measures in place and will comply with these requirements ☐

Once a preferred developer has been selected, the council may require more detailed information on the above as well as information on performance monitoring, incident reporting, and learning, and were deemed necessary, specific details on community risk controls (e.g. traffic management) before proceeding to the development stages.

Please tick this box to confirm you understand this ☐

Building Safety Requirements

Please confirm that you understand and will adhere to the following regulatory and competency requirements by ticking the box below:

Your organisation has adapted to meet all regulatory requirements, including updates to policies, processes, and systems in response to the Building Safety Act 2022.

If appointing designers and contractors, or taking on these roles yourself, you have processes to assess and ensure competency at each stage of the project.

Once a preferred developer has been selected, the council may require more information on the above.

I confirm that we have the above measures in place and will comply with these requirements

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Compliance with the Modern Slavery Act 2015

As a small developer, you must confirm that you comply with Section 54 of the Modern Slavery Act 2015 and actively support efforts to prevent slavery and human trafficking within your business and supply chains.

I confirm that we have the above measures in place and will comply with these requirements

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The borough has secured formal recognition as a 'Living Wage Place', the first borough in west London and one of only 17 across the UK. We prefer to collaborate with organisations that pay their staff the London Living Wage.

If you want to become an accredited 'London Living Wage' business or would like to learn more, please email: invest@ealing.gov.uk.

Appendix 1

Ealing's New Local Plan Policy SSC: Small Sites Contribution

Ealing's new Local Plan includes a Small Sites Policy (SSC) aimed at supporting the delivery of affordable housing across the borough through financial contributions from small housing developments.

Policy Overview:

Ealing will seek affordable housing contributions from all housing development. On small sites this will be as follows:

- (i) On sites of 5 – 9 dwellings a financial contribution equivalent to 20% affordable provision; and
- (ii) On sites of 1 – 4 dwellings a financial contribution equivalent to 10% affordable provision.

Bidders are expected to factor in this policy when preparing their proposals.

Worked Example:

If the site delivers 3 homes, and each is valued at £600,000, the total Gross Development Value (GDV) would be £1,800,000.

As this falls within the 1–4 dwellings category, the 10% contribution rate would apply.

Affordable housing contribution: 10% of £1,800,000 = £180,000