

Levelling Up Fund Application Form

This form is for bidding entities, applying for funding from the Levelling Up Fund (LUF) across the UK. Prior to completing the application form, applicants should read the [LUF Technical Note](#).

The Levelling Up Fund Prospectus is available [here](#).

The level of detail you provide in the Application Form should be in proportion to the amount of funding that you are requesting. For example, bids for more than £10m should provide considerably more information than bids for less than £10m.

Specifically, for larger transport projects requesting between £20m and £50m, bidding entities may submit the Application Form or if available an Outline Business Case (OBC) or Full Business Case (FBC). Further detail on requirements for larger transport projects is provided in the [Technical Note](#).

One application form should be completed per bid.

Applicant & Bid Information

Local authority name / Applicant name(s)*: [London Borough of Brent](#)

Bid Manager Name and position:

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Nominated Local Authority Single Point of Contact: [Karen DeJesus, Senior Project Manager, South Kilburn Estate Regeneration. \[Karen.Dejesus@brent.gov.uk\]\(mailto:Karen.Dejesus@brent.gov.uk\)](#)

Senior Responsible Officer contact details: [Alan Lunt, Strategic Director for Regeneration & Environment, \[Alan.Lunt@brent.gov.uk\]\(mailto:Alan.Lunt@brent.gov.uk\)](#)

Chief Finance Officer contact details: [Minesh Patel, Chief Finance Officer. \[Minesh.patel@brent.gov.uk\]\(mailto:Minesh.patel@brent.gov.uk\)](#)

Country:

☒ **England**

☐ **Scotland**

☐ **Wales**

☐ **Northern Ireland**

Please provide the name of any consultancy companies involved in the preparation of the bid:

Stantec

For bids from **Northern Ireland applicants** please confirm type of organisation

☐ Northern Ireland Executive

☐ Third Sector

☐ Public Sector Body

☐ Private Sector

☐ District Council

Other (please state)

PART 1 GATEWAY CRITERIA

Failure to meet the criteria below will result in an application not being taken forward in this funding round

<p>1a Gateway Criteria for <u>all</u> bids</p> <p>Please tick the box to confirm that your bid includes plans for some LUF expenditure in 2021-22</p> <p><i>Please ensure that you evidenced this in the financial case / profile.</i></p>	<p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>
<p>1b Gateway Criteria for private and third sector organisations in Northern Ireland bids only</p> <p>(i) Please confirm that you have attached last two years of audited accounts.</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>
<p>(ii) Northern Ireland bids only Please provide evidence of the delivery team having experience of delivering two capital projects of similar size and scale in the last five years. (Limit 250 words)</p>	
<p>N/A</p>	

PART 2 EQUALITY AND DIVERSITY ANALYSIS

2a Please describe how equalities impacts of your proposal have been considered, the relevant affected groups based on protected characteristics, and any measures you propose to implement in response to these impacts. (500 words)

The groups who will use the buildings support and reflect South Kilburn's diverse communities. The Council and design team have ensured a diverse range of contributions to the scheme proposals by running the Key Stakeholders Group and hosting multiple large consultations and workshop events with local people.

An access consultant has ensured the project design is suitable for those with disabilities or additional physical needs and the proposals satisfy part 'M' of Building Control regulations. Improvements to the Granville Plus Nursery School will help improve the attainment of pupils with Special Educational Needs. The scheme includes a new sensory room for children with autism and similar learning difficulties. The Family Wellbeing Centre also provides similar services for SEN children who will also benefit from improved facilities.

In addition to the Nursery School and Family Wellbeing Centre's focus on young people, the community centres run groups which allow young people to improve their physical and mental health, employability and social skills and aid their growth e.g. dance classes, youth groups, entrepreneurship lessons and robotics/coding programmes. The new community facilities will allow for greater synergy and multi-usage, ensuring that young people will be able to make better use of the facilities in the future.

The site will also have groups for elderly residents, including lunches and walking groups. These will be a key local tool tackling social isolation. There are many religious groups in South Kilburn and the upgraded community space will be available for them all to hire. There are differing levels of privacy in the new rooms, which will cater for these groups as required.

The project has been mindful of gender through the design. The proposals have a combination of single and mixed gender toilets to support those who are transitioning or undergoing gender reassignment. Phase 2 will develop the existing operation which has supported a Somali women's group, and an active women's exercise class who now provide regular community services. The site also encourages people of different backgrounds to come together through various programmes, activities and events.

The South Kilburn Trust, a local charity who will be managing the new community spaces, will continue to be mindful to not let any one particular group dominate the space.

The site will have a number of different activities and groups using the various spaces at the same time. This gives opportunities for greater interaction between

people of different ages, ethnicity, gender, etc in the garden and other communal areas. This will help foster greater understanding, challenge stereotypes and build stronger community cohesion.

When authorities submit a bid for funding to the UKG, as part of the Government's commitment to greater openness in the public sector under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004, they must also publish a version excluding any commercially sensitive information on their own website within five working days of the announcement of successful bids by UKG. UKG reserves the right to deem the bid as non-compliant if this is not adhered to.

Please specify the weblink where this bid will be published:

<https://www.brent.gov.uk/your-community/regeneration/south-kilburn-regeneration/the-development-process/proposed-redevelopment-of-the-carlton-and-granville-centres-site/>

PART 3 BID SUMMARY

3a Please specify the type of bid you are submitting

☒ Single Bid (one project)

☐ Package Bid (up to 3 multiple complimentary projects)

3b Please provide an overview of the bid proposal. Where bids have multiple components (package bids) you should clearly explain how the component elements are aligned with each other and represent a coherent set of interventions (Limit 500 words).

The regeneration of the Carlton and Granville centres (phase 2) forms part of the wider South Kilburn Masterplan area. The specific benefits of this project are:

- Improvements to existing buildings and community infrastructure.
- Enhanced local community space.
- Better facilities for the Nursery School and Family Wellbeing Centre.
- Outdoor amenity areas - community gardens and cycle storage.
- An increase of over 500m² of affordable workspace
- 18 Council homes for South Kilburn tenants.

The project will involve:

- Partial demolition of existing structures on site.
- Refurbishment of the Granville and Carlton Centres.
- Construction of three buildings ranging from one to eight storeys in height, comprising:
 - a mixed-use development comprising,
 - 18 homes,
 - community facilities,
 - offices,
 - workshops at lower ground, ground, and part first floors.

This project is focused on establishing the long-term future of a piece of valuable community infrastructure in South Kilburn through expansion and improvement. The award-winning Enterprise Hub will be refurbished and enhanced by incorporating two floors of an adjoining building to provide a range of quality, affordable and flexible workspaces for local enterprises, start-ups and creative businesses. These will be complemented by business advice and support. Flexible community facilities will be built on the same site, including two community halls, meeting rooms, kitchen, event space and areas of new public realm. Through the co-location of facilities, the project links local people to training and support from employers in a diverse range

of sectors. The varied components of this scheme will create a South Kilburn “heart” with local residents benefiting from an attractive range of new facilities.

Employability support is a local need shared by all sections of the community. The Community Giveback Programme links enterprises in the Hub with the local community through outreach (e.g., in schools), traineeships and mentoring, bringing people from different backgrounds together for a practical purpose.

The project brings together several important services of value to local people. This includes delivering improvements and expansions to the Granville Plus Nursery School and Brent’s Family Wellbeing Centre. Among the main improvements are:

- Increase of areas to meet BB103 and BB104 guidelines
- Sensory rooms for SEN facilities
- Creating sub-dividable activity rooms
- Adult training facilities

The users of these services already comprise a diverse group of people, with different ages, ethnicities, genders and faith. Co-location will increase visibility and promote mutual awareness and understanding.

Furthermore, this project is helping to meet the local housing need with 18 new homes for existing Council tenants in housing need. There is a large need for family size units in the local area, and the project will help to address this. Of the 18 homes, 11 will be family sized. These new homes are embedded directly alongside the new facilities, designed to create a welcoming environment which puts a residential element into the heart of the buildings.

3c Please set out the value of capital grant being requested from UK Government (UKG) (£). This should align with the financial case:		
3d Please specify the proportion of funding requested for each of the Fund’s three investment themes	Regeneration and town centre	100%
	Cultural	%
	Transport	%





PART 4 STRATEGIC FIT

4.1 Member of Parliament Endorsement (GB Only)

See technical note section 5 for Role of MP in bidding and Table 1 for further guidance.

4.1a Have any MPs formally endorsed this bid? If so confirm name and constituency. Please ensure you have attached the MP's endorsement letter.

☒ Yes

☐ No

Tulip Siddiq MP – Hampstead and Kilburn (**Appendix 1**)

4.2 Stakeholder Engagement and Support

See technical note Table 1 for further guidance.

4.2a Describe what engagement you have undertaken with local stakeholders and the community (communities, civic society, private sector and local businesses) to inform your bid and what support you have from them. (Limit 500 words)

This project has undergone extensive and detailed community engagement through numerous avenues.

The Council recognised from the outset that having community input and support was going to be crucial to the success of this scheme. To help establish this, the Council created a 'Key Stakeholders Group' (KSG), formed of the regular users and occupiers of the buildings, and is chaired by the Council's Lead Member for Regeneration, Property and Planning. This includes:

- The South Kilburn Trust.
- Granville Plus Nursery School.
- Barnardo's Children's Centre (now Brent's Family Wellbeing Centre).
- Granville Community Kitchen.
- Otherwise Club.
- Global Skills Centre.

Since its formation in 2016, the group has met over 25 times. The group has expanded to include new local members, and has continued to meet virtually since Covid-19 began.

The KSG has been a crucial way of ensuring collective input to and support on important issues. This includes being involved in the procurement of the project design team by providing an overall score which fed into the moderation process, ensuring that the successful design team had clear group support and backing right from the outset. The same process will occur for the contractor.

The design team held over 20 specific 1:1 workshops with the site users and stakeholders to understand their requirements in depth for the future buildings.

Members of the KSG supported the project at Planning Committee, and Public Realm and Resources Scrutiny Committee. Positive remarks about the overall engagement process can be seen in the Design and Access statement. The KSG has been an effective way of maintaining close collaboration with key partners to ensure the local community is at the heart of the project. As to all intents and purposes, the KSG have been part of the client team.

The Council and the design team also held extensive wider community engagement. Over 12,000 properties around the site, in both Brent and the adjacent City of Westminster, were individually hand-delivered invitation flyers of drop-in engagement events. Over 150 local people attended.

This community engagement involved three public consultation and two workshop events. The workshops were focused on 'Housing and Community spaces' and 'Community Design Reviews' to encourage a positive discussion of the new sites. These were all very productive sessions and allowed the architects to develop their designs around local people's feedback on density, height, open space and public realm requirements. The majority of the feedback gathered provided the architects with a score of either 4 or 5 (out of 5) for their overall design approach and considerations. This indicates local support and the creation of a piece of infrastructure that the community will be proud of.

The Council also recognised the importance of engaging with young people and seeking their input into the project. This was achieved through working with the Stephen Lawrence Charitable Trust. Young people collaborated on a series of workshops and events, supported through team meetings and youth work experience at Adam Khan Architects.

4.2b Are any aspects of your proposal controversial or not supported by the whole community? Please provide a brief summary, including any campaigns or particular groups in support or opposition? (Limit 250 words)

The Council have made a conscious effort from the outset of the project to make sure that the design proposals maintain the historic feel of the buildings, minimise any demolitions and that the community are involved from the outset. This approach is why the Council has received backing from the KSG members who are in support of the proposal.

However, as is normal in a regeneration project, not everyone shares this view. One member/stakeholder of the KSG has been opposed to the project from the outset. Granville Community Kitchen and its members are opposed to putting housing within the development. Even though the Council has an obligation to tackle its housing need across all sites in the borough and has taken the revised quantum of housing down from 100 to 18. This group expressed opposition to the proposal, via the KSG and at the planning application stage.

Conversations to assuage their concerns are ongoing.

This existing user is also concerned about the 5% reduction in square metres of the community space, notwithstanding the improvement in useability of the new space.

The new facilities provide:

- Greater flexibility for sharing and overlap between users
- Increased synergy
- A fit for purpose space that is suitable for multi-purpose usage.

The group raised their concerns at the Planning Committee, although the scheme was still approved due to its overall benefits and high-quality design.

4.2c Where the bidding local authority does not have the statutory responsibility for the delivery of projects, have you appended a letter from the responsible authority or body confirming their support?

- ☐ Yes
- ☐ No
- ☒ N/A

For Northern Ireland transport bids, have you appended a letter of support from the relevant district council

- ☐ Yes
- ☐ No
- ☒ N/A

4.3 The Case for Investment

See technical note Table 1 for further guidance.

4.3a Please provide evidence of the local challenges/barriers to growth and context that the bid is seeking to respond to. (Limit 500 words)

The area of South Kilburn has suffered from deprivation, economic decline and poor maintenance. The Index of Multiple Deprivation (IMD) reflects this.

Brent is ranked as the 49th most deprived area in England out of 317 areas as per the 2019 IMD report. The area surrounding the project site (basically 'the estate') ('Brent 034D' within the IMD) ranks in the top 2nd decile of areas of deprivation (where 1 is most deprived) in England. When focusing on children alone, the area is in the top decile of most deprived LSOAs. The level of deprivation affecting older people is even more stark, with the area ranking within the top 715 areas of England, and within the top decile (with 1 as the most deprived 10%).

There are specific local challenges and barriers which are harming the growth of South Kilburn area.

- Employment and income. In 2018, Brent produced a 'South Kilburn area profile' which recognised that the average employment level in South Kilburn is beneath the Brent average. As of the 2011 Census just over half of the population in South Kilburn were in work, compared to the Borough average of 60%. This is reflected in the most recent IMD publication. The local area is in the top decile for income deprivation, and second top decile for employment performance. This can be linked to the lack of employability skills in South Kilburn, which is 17% behind the national average.

- The need for affordable housing and larger family units. This is reflected in the IMD, which ranked the area in the top decile for barriers to housing and services. Brent has declared its intention of building 1,000 new homes by 2024 to tackle this need.
- Housing need, especially for larger family homes. Many existing Council tenants on the estate are in overcrowded and unsuitable flats, which impacts on their life chances. This scheme will deliver new homes which will contribute towards meeting local housing needs.
- The 2018 area profile identified that around a third of local residents use a language other than English as their main language. Around 5% of residents had declared a poor level of proficiency in English. This is a challenge as it means that a number of residents will not be able to properly access Council services and are considered 'hard to reach'. With such a language barrier, it becomes difficult for the Council to adequately plan its services and ensure that the needs of the local population are being met.

4.3b Explain why Government investment is needed (what is the market failure)?
(Limit 250 words)

Public sector investment is needed to help secure the long-term future of the site and to ensure the vital improvements to services can be delivered to the local community. The Council is not looking to make a financial gain from the site, but instead to tackle the long-term local economic decline and deprivation and provide infrastructure that meets local needs and improves life chances in a development that the community has been involved in and will be proud of.

The plans are geared towards becoming a valued piece of local infrastructure by improving social wellbeing and creating an environment that fosters future growth and improved life chances. The Nursery School and Family Wellbeing Centre will be expanded and improved.

The Enterprise Hub will support local social enterprises, with a minimum 75% cohort at all times. The Hub will offer affordable spaces, well below market rates, as well as business support to incubate new and small businesses and stimulate local enterprise and employment.

The focus on benefiting the community is evident through the phased construction plan which keeps users on site throughout. This has been designed to minimise disruption and keep local services running. This however increases time on site and cost, showing again how this project has been designed with the community in mind and not for financial gain.

With this community focus, the project is not attractive to the private sector as it is being delivered at cost and not to generate a profit.

4.3c Please set out a clear explanation on what you are proposing to invest in and why the proposed interventions in the bid will address those challenges and barriers

with evidence to support that explanation. As part of this, we would expect to understand the rationale for the location. (Limit 500 words)

As addressed in 4.3a, among the biggest challenges in South Kilburn are:

- Deprivation.
- Low levels of income and employment.
- Lack of housing.
- English as a spoken language.

To address this, the Council is planning to substantially invest in:

- Improvements to existing buildings and community infrastructure.
- Enhanced local community space.
- Improving the Nursery School and Family Wellbeing Centre.
- Outdoor amenity areas - community gardens and cycle storage.
- An increase of over 500m² of affordable workspace.
- 18 Council homes for South Kilburn tenants.

Addressing the level of deprivation among children is a big priority. The proposals include improvements and expansions to Granville Plus Nursery School, and the Family Wellbeing Centre. By providing new and improved facilities e.g. classrooms and play spaces, more children and young people will benefit. This also includes improved resources for children with autism. The building's multi-occupancy provides a holistic family services approach.

An expanded and improved Enterprise Hub will provide the infrastructure and practical support for social enterprises and start-ups to be able to operate effectively. The very affordable rents and free business support will give local social entrepreneurs the best opportunity to survive and grow.

Local people will comprise a minimum of 50% of Hub users, and a Community Giveback Programme will promote enterprise and employment in local schools, increasing skills and raising local aspirations. Prior to Covid-19, the Enterprise Hub was over 50% local people.

South Kilburn Trust will deliver practical employability support and training, helping local people get into employment, including self-employment. The Trust's business advisory role adds to this, opening employment routes in different sectors and supporting people into real jobs.

The proposals include a 90% NIA increase of workspace. Flexible studio space will combine with more traditional, cellular office space to accommodate a wider range of local businesses, social enterprises, SMEs and charities. The Enterprise Hub has been successful since it opened in 2018, and was at full occupancy prior to Covid-19 with an extensive waiting list.

Providing 18 new homes will help families into more suitable homes, which will be at 30% of local market rent so that they are truly affordable for local people. As there is

an acute need for larger family units 11 of the 18 homes will be for 3 bedroom units and above.

The new community centres will provide help to those improving their English, and create the opportunity for learning. The increase of community facilities will provide more opportunity for language and cultural based groups to interact. The project will deliver flexible, high quality community spaces to accommodate a variety of community groups using the site simultaneously.

These solutions and interventions align closely with the local challenges and barriers to growth. The location of the Carlton and Granville Centres facilitates the overall intention of the project to improve people's lives. The centres are in the middle of South Kilburn, assisting in attracting local visitors and site users. The site is highly accessible – it has a Public Transport Accessibility Level (PTAL) rating of 5.

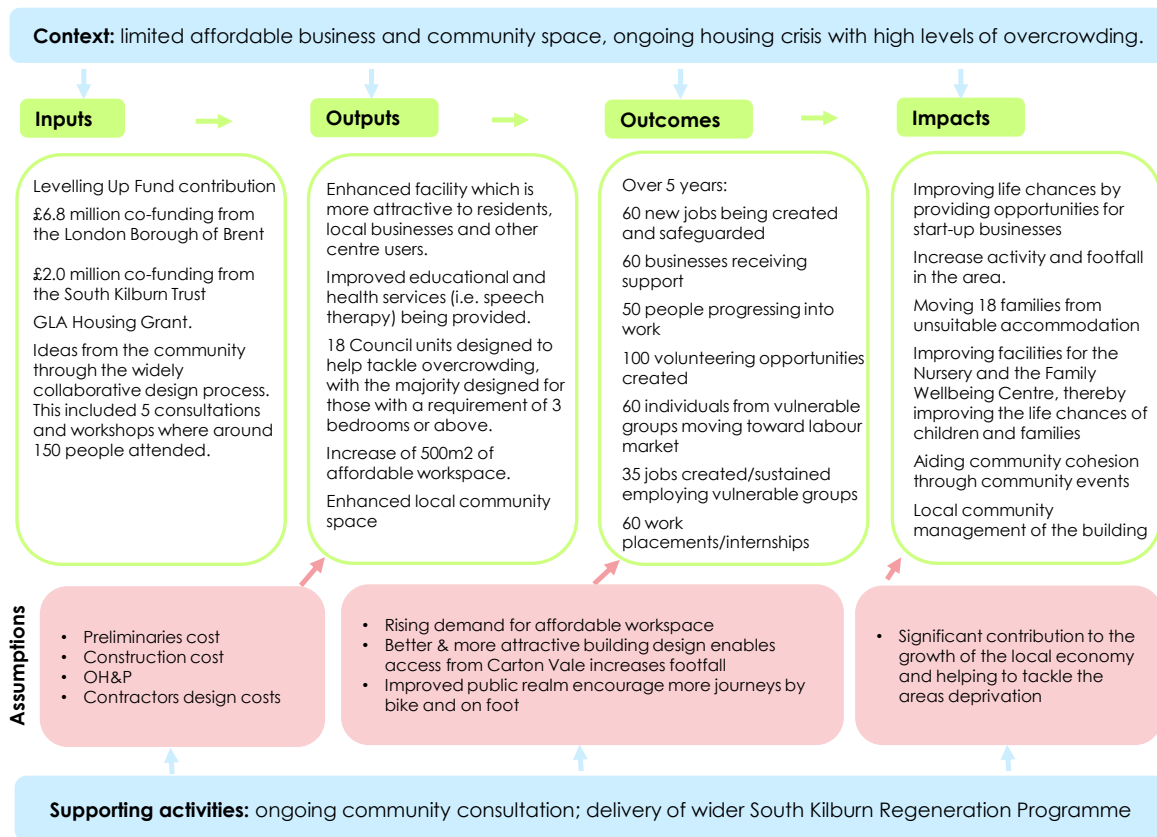
4.3d For Transport Bids: Have you provided an Option Assessment Report (OAR)

☐ Yes

☒ No (N/A as not transport bid)

4.3e Please explain how you will deliver the outputs and confirm how results are likely to flow from the interventions. This should be demonstrated through a well-evidenced *Theory of Change*. Further guidance on producing a Theory of Change can be found within [HM Treasury's Magenta Book](#) (page 24, section 2.2.1) and [MHCLG's appraisal guidance](#). (Limit 500 words)

The Council is confident that its intervention will help to deliver high-quality outcomes and results. We illustrate how we anticipate that the desired results will flow from the proposed interventions in the theory of change model below:



4.4 Alignment with the local and national context

See technical note Table 1 for further guidance.

4.4a Explain how your bid aligns to and supports relevant local strategies (such as Local Plans, local economic strategies or Local Transport Plans) and local objectives for investment, improving infrastructure and levelling up. (Limit 500 words)

Brent's 'Borough Plan' sets out the Council priorities that all projects must adhere to:

- Every opportunity to succeed.
- A future built for everyone, an economy fit for all.
- A cleaner more considerate Brent.
- A borough where we can all feel safe, secure, happy and healthy.
- Strong foundations.

The project also supports the key recommendations of the recent Brent Poverty Commission:

- More investment in social housing
- Support charities who provide much-needed expert advice to local people
- Secure more and better jobs.

The Council's ambitions to improve the environment and conditions in South Kilburn are set out in the South Kilburn Supplementary Planning Document (SPD) 2017. The SPD noted that the existing Carlton and Granville buildings were 'under-utilised' but provide an opportunity for community-led 'reinvigoration'. This included the possibilities of an Enterprise Hub, educational facilities, improved community spaces and housing. All of these have been incorporated into the proposals.

Providing affordable and flexible community space is a key aspiration, as stated in the Council's 'Infrastructure Delivery Plan' (IDP) (2019). The IDP notes community space is essential to creating sustainable communities, and new developments should maximise opportunities for community facilities. This project supports this by providing two new community halls which provide:

- Greater flexibility for sharing between users
- Increased synergy
- A fit for purpose space suitable for multi-purpose usage.

The commitment to affordable workspace aligns with Brent's 'Affordable Workspace Strategy' (2020). Among the main targets of this policy are:

- Actively attract new affordable workspace providers
- Keep rents low for businesses and industries that really need it
- Deliver business support

This resonates with how the South Kilburn Trust run the Enterprise Hub in the Granville building. Prior to Covid, the buildings were at full occupancy and had an extensive waiting list. This included various industries including creative arts, basketball coaches, fashion and environmental groups.

Alongside providing highly subsidised facilities, the Trust provide free business advice, helping businesses develop. Since opening in 2018, the Trust have demonstrably supported 24 businesses to grow and helped create 27 new jobs.

To expand this, the proposed plans provide another 500m² of affordable workspace, including more 'traditional' office space to help attract new types of users. This ensures the buildings will accommodate various industries and create a diverse environment.

The project aligns with Brent's Draft Local Plan (2020) (DLP). It advocates for an increase in co-location of housing and community facilities, which is what this scheme proposes.

The DLP reiterates Brent's commitment to an Enterprise Hub in South Kilburn. The DLP notes that there is a cluster of creative industries within the surrounding Queens Park area, meaning that this project will be able to capitalise on the workspace facilities that are needed.

The DLP notes the need to ensure good design is the norm and to manage potential evolution of character for non-designated heritage assets. Not only has the project's proposed plans won awards for high-quality design at the New London Architecture Awards 2019, the new buildings complement the history of the buildings by ensuring consistency of character.

4.4b Explain how the bid aligns to and supports the UK Government policy objectives, legal and statutory commitments, such as delivering Net Zero carbon emissions and improving air quality. Bids for transport projects in particular should clearly explain their carbon benefits. (Limit 250 words)

A retro-first approach was taken to the scheme. By maximising adaptive re-use on site, whole life carbon is instantly reduced.

Existing buildings will be retrofitted to reduce reliance on fossil fuels – existing timber sash windows will be upgraded to accommodate double glazing and extensive draft proofing, bringing u-values down from 3.4wm²k to 1.6wm²k. All roofs will receive new internal insulation, as will non-feature perimeter walls. Where appropriate, all roof space will be fitted with PV arrays.

The new buildings have been designed with a fabric-first approach and extremely low u-value targets. All external walls will receive multiple layers of mineral wool to achieve 0.11wm²k, and the specified windows are triple glazed to meet 0.8wm²k. These targets far exceed current building regulations, and would be appropriate for Passivhaus. With an appropriate cash offset these buildings will be able to meet the GLA definition of NET zero carbon.

The new community hall will be delivered in CLT in order to reduce embodied carbon and will be naturally ventilated via a labyrinth cooling system, reducing the demand for electric cooling systems.

The new residential buildings are concrete framed constructions with brick facades. Whilst the embodied carbon of these structures is not low, the robustness is very high – and adaptability high; these buildings will last a long time.

4.4c Where applicable explain how the bid complements / or aligns to and supports other investments from different funding streams. (Limit 250 words)

The bid is centred on empowering local communities and providing facilities that are going to help create positive change. Brent is the lead funder to this project, but not the only one.

This project is being supported by the South Kilburn Trust, a charity who operate the community facilities and affordable workspaces from the Granville building. To ensure local people are at the heart of their strategy, they provide heavily discounted services to users. They are contributing £2m to the project, with £1.75m of this as capital expenditure.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

4.4d Please explain how the bid aligns to and supports the Government's expectation that all local road projects will deliver or improve cycling and walking infrastructure and include bus priority measures (unless it can be shown that there is little or no need to do so). Cycling elements of proposals should follow the Government's cycling design guidance which sets out the standards required. (Limit 250 words)

The scheme has been designed to maximise pedestrian and cycle connectivity – the new connection through the centre of the site improves links to local public transport, and makes local walking routes shorter and therefore more appealing.

Extensive cycle parking is provided in line with the London Plan to ensure that all residents and visitors to the scheme are able to safely store their bikes. Bike stores are designed with windows into access lobbies to ensure they are well supervised and pleasant spaces. To maximise uptake of cycling, it is important that every part of the bicycle journey is considered and attractive.

Users will benefit from direct access onto the Carlton Vale cycle lanes for safe and easy east-west journeys. The central courtyard means access to the lanes from all entrances, including those on Granville Road is easy. Forthcoming improvements will only make this connection better and more appealing.

As part of the Carlton Vale Boulevard (CVB) project, Carlton Vale will be transformed into an ecologically diverse, tree-lined avenue with re-imagined public spaces and improved transportation links. The projects aspires to reverse the transport hierarchy in

favour of pedestrians and cyclists. Along with delivering improved cycle lane segregation, materiality and connectivity, the new paving palette and widened footways will create a more comfortable walking experience pedestrians. The planting of approximately 150 new trees will help mitigate the effects of air pollution, improving health outcomes and encouraging non-motorised transport along Carlton Vale. The project is being designed considering TfL's Healthy Streets approach.

PART 5 VALUE FOR MONEY

5.1 Appropriateness of data sources and evidence

See technical note Annex B and Table 1 for further guidance.

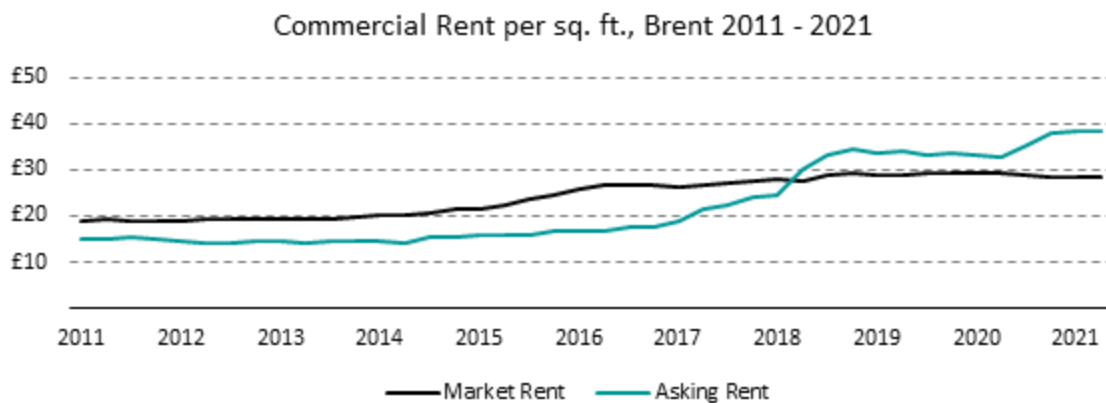
All costs and benefits must be compliant or in line with [HMT's Green Book](#), [DfT Transport Analysis Guidance](#) and [MHCLG Appraisal Guidance](#).

5.1a Please use up to date evidence to demonstrate the scale and significance of local problems and issues. (Limit 250 words)

Section 4.3a identified significant challenges in the area as deprivation, low levels of income and employment, lack of housing, and English as a spoken language. These issues are long-standing and widely reported, including in national statistics.

The scheme seeks to address all of these, but one of the key issues necessitating public sector investment is the market viability of the proposals. While house prices have increased dramatically in Brent over the last five years – rising 8.3% over the last year to an average of £510,533¹ – the affordable housing proposed in the redevelopment will not generate the returns required for the private sector to deliver it.

Likewise, there is a significant shortage of affordable workspace in Brent. This is driving market and asking commercial rents upwards, the latter now reaching £39 / sq. ft.²



¹ House Price Index (April 2020 – April 2021).

² CoStar Properties © database. 2021 Q2 estimate.

[REDACTED]

5.1b Bids should demonstrate the quality assurance of data analysis and evidence for explaining the scale and significance of local problems and issues. Please demonstrate how any data, surveys and evidence is robust, up to date and unbiased. (Limit 500 words)

Socio-economic Issues

As detailed in Section 4.3a, the analysis of socio-economic issues is largely based on national statistics, including the IMD (published by MHCLG). This also draws on the 'South Kilburn Area Profile' produced by the Council's Business Intelligence Unit in 2018. Again, this relies on national statistics and was undertaken independently of this submission.

Stakeholder and community consultation was also undertaken by independent bodies on behalf of the Council. This included a series of workshops for local organisations to ensure the design incorporates the day-to-day needs of the community, and had involvement from the Stephen Lawrence Charitable Trust to help encourage young people to participate.

Viability and Gross Development Value

The Council has commissioned independent valuations of the proposed redevelopment. [REDACTED]

[REDACTED] The valuers are suitably qualified, experienced, and have current local and national knowledge of the markets applicable to the assets.

[REDACTED]

5.1c Please demonstrate that data and evidence chosen is appropriate to the area of influence of the interventions. (Limit 250 words)

Data and evidence specific to the site or South Kilburn has been used in the first instance. The South Kilburn area accounts for Brent 034A, 034B, 034C, and 034D of the Index of Multiple Deprivation. The closest ward for the Carlton and Granville Centres is Brent 034D. Where this is not possible, local authority data has been used to indicate trends in the area.

The South Kilburn Area Profile shows that for all socio-economic indicators, the issues faced by this area are more severe than for Brent as a whole. This suggests that where local authority data is used, it is likely understating the extent of the local problems. In a national context, Brent was ranked as the 49th most deprived borough in the 2019 Index of Multiple Deprivation.

5.2 Effectiveness of proposal in addressing problems

5.2a Please provide analysis and evidence to demonstrate how the proposal will address existing or anticipated future problems. Quantifiable impacts should usually be forecasted using a suitable model. (Limit 500 words)

The proposal will address existing and future problems by:

- **Providing affordable workspace:** the proposals will deliver 975m² of additional affordable workspace, equivalent to a 90% NIA increase of workspace. This is anticipated to support 60 businesses and help 50 people progress into work. It is anticipated that at least 60% of workspace tenants will be from underrepresented groups.
 - **Helps to address low levels of income and employment.**
- **Developing employability skills:** the SKT will deliver facilities and practical support to equip local people with the necessary skills and opportunities to enhance their readiness to work and retain employment. The training and support packages will focus on those from hard-to-reach groups.
 - **Helps to address low levels of income and employment and English as a spoken language.**
- **Deliver high quality, multipurpose community space:** the new facilities will deliver 625m² of community events space. This will facilitate social and cultural events, youth services, wellbeing activities and a variety of family and social occasions.

The project will deliver flexible, high quality community space. Two halls of different sizes, a kitchen, two smaller rooms at mezzanine level, and a garden terrace for productive growing allows a range of affordable rental options and the potential to accommodate a variety of community groups using the site simultaneously.

 - **Helps to address deprivation.**
- **Provide affordable housing for South Kilburn residents:** the proposals will deliver 18 affordable rented units, 11 of which will be for larger families. These units are nearly two-thirds (64%) less expensive as the average market rents, yielding over £450,000 in distributional benefits every year.
 - **Helps to address low levels of income and the lack of housing.**

These deliverables are anticipated to achieve follow-on impacts, including:

- **Improved life chances and social mobility:** affordable workspace and business support measures will provide opportunities for start-up businesses. This will improve both the business birth rate and survival rate.
 - **Helps to address low levels of income and employment.**
- **Increase activity and footfall in the area:** a prominent community centre, accessible from both the north and south, with associated public realm improvements anticipated to attract more visitors and create a vibrant hub for residents.
 - **Helps to address low levels of income and employment and multiple deprivation.**

5.2b Please describe the robustness of the forecast assumptions, methodology and model outputs. Key factors to be covered include the quality of the analysis or model (in terms of its accuracy and functionality) (Limit 500 words)

Floorspace Delivered

The outputs presented above are based on a detailed schedule of floorspace. As the designs have been progressed to RIBA Stage 4 and the building has planning permission, these are considered a robust forecast and are unlikely to change.

Workspace and Enterprise Outputs

The workspace and enterprise outputs described above are based on monitoring and evaluation data of the existing workspace and business support schemes operated by the SKT. Forecasts have been derived by assuming that these impacts will scale in proportion to floor area. This may be a conservative estimate given the impacts of agglomeration in bringing more start-ups together under one roof.

Affordable Housing Rents

[REDACTED]

[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
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[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

[REDACTED]

5.3 Economic costs of proposal

5.3a Please explain the economic costs of the bid. Costs should be consistent with the costs in the financial case, but adjusted for the economic case. This should include but not be limited to providing evidence of costs having been adjusted to an appropriate base year and that inflation has been included or taken

³ MHCLG (2016). Appraisal Guide.

5.4 Analysis of monetised costs and benefits

5.4a Please describe how the economic benefits have been estimated. These must be categorised according to different impact. Depending on the nature of intervention, there could be land value uplift, air quality benefits, reduce journey times, support economic growth, support employment, or reduce carbon emissions. (Limit 750 words)

[Redacted text block containing multiple paragraphs of blacked-out content]

[REDACTED]

5.4b Please complete Tab A and B on the **appended excel spreadsheet** to demonstrate your:

Tab A - Discounted total costs by funding source (£m)

Tab B – Discounted benefits by category (£m)

5.5 Value for money of proposal

5.5a Please provide a summary of the overall Value for Money of the proposal. This should include reporting of Benefit Cost Ratios. If a Benefit Cost Ratio (BCR) has been estimated there should be a clear explanation of how this is estimated ie a methodology note. Benefit Cost Ratios should be calculated in a way that is consistent with [HMT's Green Book](#). For non-transport bids it should be consistent with [MHCLG's appraisal guidance](#). For bids requesting funding for transport projects this should be consistent with [DfT Transport Analysis Guidance](#). (Limit 500 words)

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5.5b Please describe what other non-monetised impacts the bid will have, and provide a summary of how these have been assessed. (Limit 250 words)

- Non-monetised impacts include:
- **Local community management of the building:** the building will be managed by the SKT, giving communities ownership in the facilities and built environment which shapes their lives and outcomes. The impacts of this will be continually measured through surveys questioning how many residents feel strongly attached to their area.
 - **Securing a future for the Nursery and the Family Wellbeing Centre:** both services require significant work to their sections of the building and will be in a much better position to meet the local needs once work is

completed. The relevant statutory services will ensure these benefits are assessed.

- **Volunteering opportunities:** expanded community and workspace facilities are anticipated to create up to 100 volunteering opportunities, in addition to a further 60 new jobs being created and safeguarded, and 60 placements and internships over 5 years.
- **Improved social integration in South Kilburn:** Living in an area of multiple deprivation, South Kilburn residents have complex needs and are sceptical of “top down” measures. The facilities will provide bridging capital and encourage greater community involvement.
- **Addressing deprivation among children is a big priority:** By providing new and improved facilities e.g., classrooms and play spaces, more children and young people will benefit. This also includes improved resources for children with autism. The multi-occupancy of the site means a holistic approach to services to whole families.

5.5c Please provide a summary assessment of risks and uncertainties that could affect the overall Value for Money of the bid. (Limit 250 words)

[Redacted text block]

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5.5d For transport bids, we would expect the [Appraisal Summary Table](#), to be completed to enable a full range of transport impacts to be considered. Other material supporting the assessment of the scheme described in this section should be appended to your bid.

PART 6 DELIVERABILITY

6.1 Financial

See technical note Table 1 for further guidance.

6.1a Please summarise below your financial ask of the LUF, and what if any local and third party contributions have been secured (please note that a minimum local (public or private sector) contribution of 10% of the bid costs is encouraged). Please also note that a contribution will be expected from private sector stakeholders, such as developers, if they stand to benefit from a specific bid (Limit 250 words)

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

6.1b Please also complete Tabs C and D in the **appended excel spreadsheet**, setting out details of the costs and spend profile at the project and bid level in the format requested within the excel sheet. The funding detail should be as accurate

as possible as it will form the basis for funding agreements. Please note that we would expect all funding provided from the Fund to be spent by 31 March 2024, and, exceptionally, into 2024-25 for larger schemes.

Tab C and D completed in the spreadsheet.

6.1c Please confirm if the bid will be part funded through other third-party funding (public or private sector). If so, please include evidence (i.e. letters, contractual commitments) to show how any third-party contributions are being secured, the level of commitment and when they will become available. The UKG may accept the provision of land from third parties as part of the local contribution towards scheme costs. Where relevant, bidders should provide evidence in the form of an independent valuer to verify the true market value of the land.

☒ **Appendix 3:** [REDACTED]
[REDACTED]
[REDACTED]

Appendix 4: [REDACTED]
[REDACTED]
[REDACTED]

☐ No

6.1d Please explain what if any funding gaps there are, or what further work needs to be done to secure third party funding contributions. (Limit 250 words)

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[REDACTED]

[REDACTED]

6.1g Please set out below, what the main financial risks are and how they will be mitigated, including how cost overruns will be dealt with and shared between non-UKG funding partners. (you should cross refer to the Risk Register). (Limit 500 words)

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[Redacted]

[Redacted]

[Redacted]

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6.2 Commercial

See technical note Section 4 and Table 1 for further guidance.

6.2a Please summarise your commercial structure, risk allocation and procurement strategy which sets out the rationale for the strategy selected and other options considered and discounted. The procurement route should also be set out with an explanation as to why it is appropriate for a bid of the scale and nature submitted.

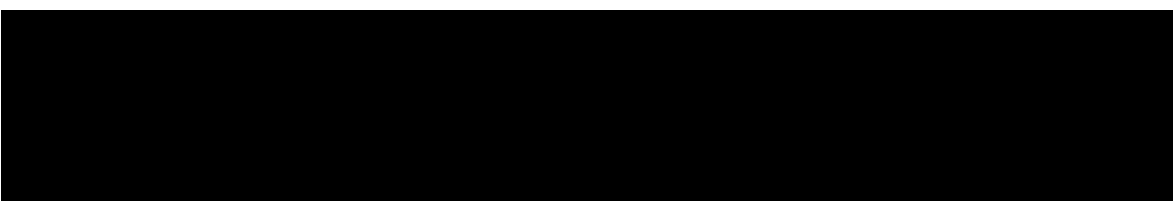
Please note - all procurements must be made in accordance with all relevant legal requirements. Applicants must describe their approach to ensuring full compliance in order to discharge their legal duties. (Limit 500 words)

The procurement of a contractor is being led by Brent Council. The structure is made up of the following:

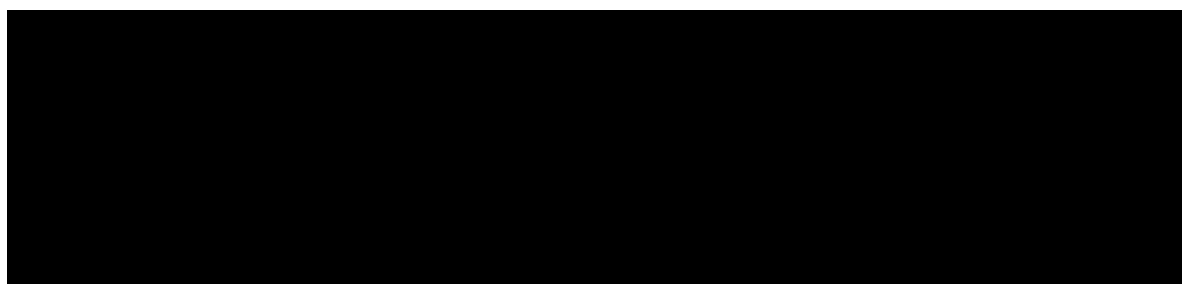
- Senior Responsible Officer – Strategic Director for Regeneration & Environment, supported by the Operational Director for Regeneration, Growth and Employment
- Project team- Brent's South Kilburn Regeneration team.
- Procurement - Brent procurement services.
- Legal - Brent legal services.
- Architect- Adam Khan Architects.
- Employers Agent/ Quantity Surveyor- IBIS.
- Contractor- TBC

The project has been designed to RIBA Stage Four; Technical Design. The council's internal teams will undertake the procurement and appoint a suitable contractor. The Employers Agent will support the procurement process.

The tender process will commence in June 2021 via the 'Find a Tender service', which will allow the Council to reach a large number of suitable potential bidders. The Council will use a 'Selection Questionnaire' (SQ) to narrow down the number of interested suppliers to up to five bidders to go to the full tender stage. The evaluation at SQ stage will use the following criteria:



The procurement process will be completed by the end of 2021, with the target start on site date being 1st March 2022. This timeline is deemed as robust and factors in the statutory stand still requirement and any delays which may arise during the procurement process.



The Council has significant experience in delivering these type of projects and has identified various risks (design risk, construction risk, availability of material, Covid and Brexit etc). Such risks will be well managed through the contract between the Council and the Architect, Employers Agent and the future Contractor. The contracts provide adequate risk transfer and risk mitigation measures. The project will be procured as a design-build contract ensuring that there is a single point of responsibility for design and construction risk in the project.

The procurement will comply with Public Contract Regulations 2015, the council's constitution, contract standing orders and financial regulations. The procurement process is competitive and is geared towards ensuring the Council achieves best

value. The Contractor would be expected to comply with the Council's policy on sustainability, social value and London Living Wage.

6.3 Management

See technical note Section 4 and Table 1 for further guidance

Delivery Plan: Places are asked to submit a delivery plan which demonstrates:

- Clear milestones, key dependencies and interfaces, resource requirements, task durations and contingency.
- An understanding of the roles and responsibilities, skills, capability, or capacity needed.
- Arrangements for managing any delivery partners and the plan for benefits realisation.
- Engagement of developers/ occupiers (where needed)
- The strategy for managing stakeholders and considering their interests and influences.
- Confirmation of any powers or consents needed, and statutory approvals eg Planning permission and details of information of ownership or agreements of land/ assets needed to deliver the bid with evidence
- Please also list any powers / consents etc needed/ obtained, details of date acquired, challenge period (if applicable) and date of expiry of powers and conditions attached to them.

6.3a Please summarise the delivery plan, with reference to the above (Limit 500 words)

The delivery plan sets out the approach to delivering this project successfully.

It includes milestones and the delivery timeline. There is a detailed procurement timetable, which has built in standstill periods and has allowed for delays at certain points. This still allows a start on site expectation by March 1st 2022.

The delivery plan shows the basic phasing timetable for the project. The architects have produced a detailed phasing plan and all parties involved in the project are aware of the order in which it is occurring.

The Council is in a healthy position for this project in terms of dependencies. Whilst there are many stakeholders that are awaiting progress to allow their organisations to grow and develop with new facilities, this project is not dependent on any other scheme progressing in the South Kilburn programme because the residential element of this project is new.

The Council has assembled an appropriately experienced and diverse project team capable of delivering the project. There is variety of experience from across the organisation who are highly familiar with carrying out major projects. Externally, the Council has procured an Employers Agent/ Quantity Surveyor for RIBA stages 5-7 to successfully guide the project through the procurement, construction and handover stages. IBIS will work closely with the Council during the works to ensure

the programme is being delivered on time and within the allocated cost. The only part of the project team not yet appointed is the contractor.

Furthermore, the delivery plan sets out the Council's robust strategies that are in place to monitor progress once works start on site. Alongside monthly site meetings, regular catch up's, internal meetings and boards, the Employers Agent will visit the site regularly to assess progress and liaise with the contractor to solve any arising problems. This is alongside the site users being able to correspond directly with the contractor when on site.

The delivery plan puts a clear emphasis on the way the building stakeholders and site users will be engaged throughout this process. Not only will the site users be involved in procuring the contractor, the Council will mandate the contractor's consultation and engagement proposals into the contract. The Council will ensure the successful contractor has a specified employee dedicated to liaising with the site users and occupiers. Alongside this, the Council has worked with the stakeholders to develop a 'Social Value Action Plan' that puts their needs first. This action plan will need to be delivered by the contractor during the construction works provide wider community benefits to the project, such as tackling digital inclusion.

As per the delivery plan, the Council received planning permission for this scheme in January 2020, which will expire in January 2023. There are a number of pre-commencement planning conditions, but these will be put in place by the contractor after the procurement finalises and ahead of works beginning. Some of the conditions have already been actioned or work has started to progress on them.

6.3b Has a delivery plan been appended to your bid?

☒ Yes

☐ No

6.3c Can you demonstrate ability to begin delivery on the ground in 2021-22?

☒ Yes

☐ No

6.3e Risk Management: Places are asked to set out a detailed risk assessment which sets out (word limit 500 words not including the risk register):

- the barriers and level of risk to the delivery of your bid
- appropriate and effective arrangements for managing and mitigating these risk
- a clear understanding on roles / responsibilities for risk

[Redacted content]

[illegible]

over 300 new homes, retail units and a health centre. Emma's previous background was in the refurbishment of new schools, which has a link to this project's own educational improvements.

The Senior Project Manager and Project Officer will support project delivery on a day to day basis. The Senior Project Manager has an extensive background in planning, and the Project Officer has been working on this project across four years and is familiar with the scheme requirements.

The South Kilburn regeneration team is experienced with delivering schemes like this. Since the regeneration began, the team has completed 3 phases of the programme and around 11 buildings have undergone redevelopment.

The Operational Director for the department has a long planning background and has overseen numerous schemes for completion across the borough. The Strategic Director has years of experience of regeneration projects and has previously been a Director for Built Environment, and Deputy Chief Executive at other councils.

The South Kilburn team is supported by other departments of the Council who are widely familiar with delivering regeneration projects.

6.3h Assurance: We will require Chief Financial Officer confirmation that adequate assurance systems are in place.

For larger transport projects (between £20m - £50m) please provide evidence of an integrated assurance and approval plan. This should include details around planned health checks or gateway reviews. (Limit 250 words)

The Council has rigorous assurance processes in place that ensure spending is adequately monitored and checked.

All Capital Projects requesting a budget of over £500k must have a business case approved by the Capital Programme Board before gaining approval by Brent Cabinet. This included the Carlton and Granville project in its earlier stages where it had to demonstrate its key benefits, milestones, risks and mitigation options. Following this, the Carlton and Granville project received approval from Brent's Cabinet in March 2019. This allows for scrutiny from internal officers and Councillors. It is also available in the public domain, demonstrating transparency and providing assurance that public money is spent in a constructive manner.

Once a project is active there will be monthly monitoring which requires the project manager to input and explain their spend forecasts, in addition to updating delivery status and risk information.

The information is subsequently reviewed and approved at a specific sub board, chaired by an Operational Director. The Capital Programme Board will then provide a further review; membership includes the Chief Executive and Chief Financial Officer.

There are also quarterly and annual updates to cabinet on the progress of projects on the capital programme, providing members with information and assurance.

Brent regularly has its financial systems and methods reviewed. Brent received confirmation of an unqualified opinion from auditors in September 2020. This is alongside the internal audit team that review process and controls across the Council.

6.4 Monitoring and Evaluation

See technical note Section 4 and Table 1 for further guidance.

6.4a Monitoring and Evaluation Plan: Please set out proportionate plans for M&E which should include (1000 word limit):

- Bid level M&E objectives and research questions
- Outline of bid level M&E approach
- Overview of key metrics for M&E (covering inputs, outputs, outcomes and impacts), informed by bid objectives and Theory of Change. Please complete Tabs E and F on the **appended excel spreadsheet**
- Resourcing and governance arrangements for bid level M&E

With the significant investment going into the site, the Council recognises the importance in putting measures in place to assess the on-going progress of the project's aims and objectives.

Some of these objectives will be met upon practical completion, including helping to tackle local overcrowding by providing 18 new homes for South Kilburn tenants. Direct monitoring and evaluation of the improvements and expansions to the Granville Plus Nursery School and Brent's Family Wellbeing Centre will take place through the separate streams of the individual stakeholders. These groups have their own statutory and internal reporting methods to fulfil, although the regeneration team will generally be kept abreast of the users progress and satisfaction in the buildings. Other aims however will require more substantive research questions to be in place in order for the Council to assess whether the project is operating as envisioned. This includes:

Enterprise Hub

Employment:

- Is the Enterprise Hub creating new jobs?
- Is the Enterprise Hub providing new job opportunities for local residents?
- Is the Enterprise Hub providing new job opportunities for vulnerable residents or groups?
- Is the Enterprise Hub creating internships?

Volunteering:

- How many volunteering opportunities is the Enterprise Hub providing?

- How many volunteering opportunities are going to local residents?

Business Support:

- How many businesses are the South Kilburn Trust supporting?

South Kilburn Trust commitments:

- Is the Trust continuing its obligation to ensure the Enterprise Hub is occupied by no less than 50% local residents across a 12 month period?
- Is the Trust continuing its obligation to ensure the Enterprise Hub is occupied by no less than 75% social enterprises across a 12 month period?

Community space:

- How regularly are the community facilities being used?
- How many groups are booking the community facilities?
- Are the community facilities being overly used by one group, and is the wider community able to get the access it needs?

Brent will establish a LUF Programme Monitoring Group to oversee the delivery of the proposed interventions. This will be overseen by the Operational Director for Regeneration, Employment and Growth, and will include the South Kilburn Programme Manager, Senior Project Manager and Project Officer. These officers will be supported by Brent's finance department and Economic Development team who will be able to assist in the monitoring and the evaluation of the employment and job outcomes. The Economic Development team have been monitoring the South Kilburn Trust since 2018 and have an excellent understanding of the way they operate and the outcomes they are trying to create.

This group will feed into the regular 'South Kilburn Project Status Report' meeting, as well as the departmental 'Regeneration Board' which is chaired by the Operational Director for Regeneration, Employment and Growth. The Operational Director will report progress and updates to the Strategic Director of Regeneration & Environment on a regular basis.

This group will be responsible for developing and implementing a Benefits Realisation Strategy to ensure the delivery of the target outcomes of each project. This will utilise the KPIs listed in Table F, and each KPI will be monitored quarterly.

From award through to March 2025, a quarterly evaluation of the development and construction process, including an assessment of forecast vs. outturn project costs, together with reasons for any variance, will be produced for monitoring and evaluation purposes. Following this, a staged monitoring and evaluation plan will take place at each of the following Gateway points:

- **Gateway 1 (2022):** An initial evaluation, approximately one year into the programme will provide an early indication that the project is operating as planned.
- **Gateway 2 (2025):** A detailed evaluation, approximately four years into the delivery of the entire programme, to determine whether all activities took place within the agreed timescales and budgets and to identify learnings for future interventions
- **Gateway 3 (2030):** This crucial stage will consider impacts in the context of data gathered over a longer period and provides a more detailed measurement of the extent to which the longer-term objectives and target impacts have been achieved.

This longer timeframe also allows consideration of the impacts of wider initiatives, including the local resident and business sentiment.

Measuring benefits realised against Gateway target outputs will demonstrate the robust governance, timely delivery, and good value for money which further grant funding is conditional on.

PART 7 DECLARATIONS

7.1 Senior Responsible Owner Declaration

As Senior Responsible Owner for the regeneration of the Carlton and Granville Centres I hereby submit this request for approval to UKG on behalf of the London Borough of Brent and confirm that I have the necessary authority to do so.

I confirm that the London Borough of Brent will have all the necessary statutory powers and other relevant consents in place to ensure the planned timescales in the application can be realised.

Name: Alan Lunt



Signed:

18/06/2021

7.2 Chief Finance Officer Declaration

As Chief Finance Officer for the London Borough of Brent I declare that the scheme cost estimates quoted in this bid are accurate to the best of my knowledge and that the London Borough of Brent:

- has allocated sufficient budget to deliver this scheme on the basis of its proposed funding contribution
- accepts responsibility for meeting any costs over and above the UKG contribution requested, including potential cost overruns and the underwriting of any funding contributions expected from third parties
- accepts responsibility for meeting any ongoing revenue requirements in relation to the scheme
- accepts that no further increase in UKG funding will be considered beyond the maximum contribution requested and that no UKG funding will be provided after 2024-25
- confirm that the authority commits to ensure successful bids will deliver value for money or best value.
- confirms that the authority has the necessary governance / assurance arrangements in place and that all legal and other statutory obligations and consents will be adhered to.

Name: Minesh Patel

Signed:

7.3 Data Protection

Please note that the The Ministry of Housing, Communities and Local Government (MHCLG) is a data controller for all Levelling Up Fund related personal data collected with the relevant forms submitted to MHCLG, and the control and processing of Personal Data.

The Department, and its contractors where relevant, may process the Personal Data that it collects from you, and use the information provided as part of the application to the Department for funding from the Levelling Up Fund, as well as in accordance with its privacy policies. For the purposes of assessing your bid the Department may need to share your Personal Data with other Government departments and departments in the Devolved Administrations and by submitting this form you are agreeing to your Personal Data being used in this way.

Any information you provide will be kept securely and destroyed within 7 years of the application process completing.

You can find more information about how the Department deals with your data [here](#).

Annex A - Project One Summary (only required for a package bid)

Project 1	
A1. Project Name	
A2. Strategic Linkage to bid: Please enter a brief explanation of how this project links strategically to the overall bid. (in no more than 100 words)	
A3. Geographical area: Please provide a short description of the area covered by the bid (<u>in no more than 100 words</u>)	
A4. OS Grid Reference	
A5. Postcode	
A6. For Counties, Greater London Authority and Combined Authorities/Mayoral Combined Authorities, please provide details of the district council or unitary authority where the bid is located (or predominantly located)	
A7. Please append a map showing the location (and where applicable the route) of the proposed scheme, existing transport infrastructure and other points of particular interest to the bid e.g. development sites, areas of existing employment, constraints etc.	<input type="checkbox"/> Yes <input type="checkbox"/> No
A8. Project theme Please select the project theme	<input type="checkbox"/> Transport investment <input type="checkbox"/> Regeneration and town centre investment <input type="checkbox"/> Cultural investment
A9. Value of capital grant being requested for this project (£):	
A10. Value of match funding and sources (£):	
A11. Value for Money	

<p>This section should set out the full range of impacts – both beneficial and adverse – of the project. Where possible, impacts should be described, quantified and also reported in monetary terms. However there may be some impacts where only a qualitative assessment is possible due to limitations in the available analysis. There should be a clear and detailed explanation of how all impacts reported have been identified, considered and analysed. When deciding what are the most significant impacts to consider, bidders should consider what impacts and outcomes the project is intended to achieve, taking into account the strategic case, but should also consider if there are other possible significant positive or negative impacts, to the economy, people, or environment (Limit 250 word)</p>	
<p>A12. It will be generally expected that an overall Benefit Cost Ratio and Value for Money Assessment will be reported in applications. If this is not possible, then the application should include a clear explanation of why not.</p>	
<p>A13. Where available, please provide the BCR for this project</p>	
<p>A14. Does your proposal deliver strong non-monetised benefits? Please set out what these are and evidence them.</p>	
<p>A15. Deliverability Deliverability is one of the key criteria for this Fund and as such any bid should set out any necessary statutory procedures that are needed before it can be constructed.</p>	
<p>A16. The Bid – demonstrating investment or ability to begin delivery on the ground in 2021-22</p> <p>As stated in the prospectus UKG seeks for the first round of the funding that priority will be given to bids that can demonstrate investment and ability to deliver on the ground in 2021-22</p>	
<p>A17. Does this project includes plans for some LUF expenditure in 2021-22?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>A18. Could this project be delivered as a standalone project or do it require to be part of the overall bid?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No

A19. Please provide evidence	
A20. Can you demonstrate ability to deliver on the ground in 2021-22.	<input type="checkbox"/> Yes <input type="checkbox"/> No
A21. Please provide evidence	
Statutory Powers and Consents	
A22. Please list separately each power / consents etc obtained, details of date acquired, challenge period (if applicable) and date of expiry of powers and conditions attached to them. Any key dates should be referenced in your project plan.	
A23. Please list separately any <u>outstanding</u> statutory powers / consents etc, including the timetable for obtaining them.	

Annex B - Project Two description and funding profile (only required for package bid)

Project 2	
B1. Project Name	
B2. Strategic Linkage to bid:	
Please enter a brief explanation of how this project links strategically to the overall bid. (in no more than 100 words)	
B3. Geographical area:	
Please provide a short description of the area covered by the bid (<u>in no more than 100 words</u>)	
B4. OS Grid Reference	
B5. Postcode	
B6. For Counties, Greater London Authority and Combined Authorities/Mayoral Combined Authorities, please provide details of the district council or unitary authority where the bid is located (or predominantly located)	
B7. Please append a map showing the location (and where applicable the route) of the proposed scheme, existing transport infrastructure and other points of particular interest to the bid e.g. development sites, areas of existing employment, constraints etc.	
B8. Project theme Please select the project theme	<input type="checkbox"/> Transport investment <input type="checkbox"/> Regeneration and town centre investment <input type="checkbox"/> Cultural investment
B9. Value of capital grant being requested for this project (£):	
B10. Value of match funding and sources (£):	
B11. Value for Money	

<p>This section should set out the full range of impacts – both beneficial and adverse – of the project. Where possible, impacts should be described, quantified and also reported in monetary terms. However there may be some impacts where only a qualitative assessment is possible due to limitations in the available analysis. There should be a clear and detailed explanation of how all impacts reported have been identified, considered and analysed. When deciding what are the most significant impacts to consider, bidders should consider what impacts and outcomes the project is intended to achieve, taking into account the strategic case, but should also consider if there are other possible significant positive or negative impacts, to the economy, people, or environment</p>	
<p>B12. It will be generally expected that an overall Benefit Cost Ratio and Value for Money Assessment will be reported in applications. If this is not possible, then the application should include a clear explanation of why not.</p>	
<p>B13. Where available, please provide the BCR for this project</p>	
<p>B14. Does your proposal deliver strong non-monetised benefits? Please set out what these are and evidence them.</p>	
<p>B15. Deliverability Deliverability is one of the key criteria for this Fund and as such any bid should set out any necessary statutory procedures that are needed before it can be constructed.</p>	
<p>B16. The Bid – demonstrating investment or ability to begin delivery on the ground in 2021-22</p> <p>As stated in the prospectus UKG seeks for the first round of the funding that priority will be given to bids that can demonstrate investment and ability to deliver on the ground in 2021-22</p>	
<p>B17. Does this project includes plans for some LUF expenditure in 2021-22?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>B18. Could this project be delivered as a standalone project or do it require to be part of the overall bid?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No

B19. Please provide evidence	
B20. Can you demonstrate ability to deliver on the ground in 2021-22.	<input type="checkbox"/> Yes <input type="checkbox"/> No
B21. Please provide evidence	
Statutory Powers and Consents	
B22. Please list separately each power / consents etc obtained, details of date acquired, challenge period (if applicable) and date of expiry of powers and conditions attached to them. Any key dates should be referenced in your project plan.	
B23. Please list separately any <u>outstanding</u> statutory powers / consents etc, including the timetable for obtaining them.	

Annex C – Project Three- description and funding profile (only required for package bid)

Project 3	
C1. Project Name	
C2. Strategic Linkage to bid:	
Please enter a brief explanation of how this project links strategically to the overall bid. (in no more than 100 words)	
C3. Geographical area:	
Please provide a short description of the area covered by the bid (<u>in no more than 100 words</u>)	
C4. OS Grid Reference	
C5. Postcode	
C6. For Counties, Greater London Authority and Combined Authorities/Mayoral Combined Authorities, please provide details of the district council or unitary authority where the bid is located (or predominantly located)	
C7. Please append a map showing the location (and where applicable the route) of the proposed scheme, existing transport infrastructure and other points of particular interest to the bid e.g. development sites, areas of existing employment, constraints etc.	
C8. Project theme Please select the project theme	<input type="checkbox"/> Transport investment <input type="checkbox"/> Regeneration and town centre investment <input type="checkbox"/> Cultural investment
C9. Value of capital grant being requested for this project (£):	
C10. Value of match funding and sources (£):	
C11. Value for Money	

<p>This section should set out the full range of impacts – both beneficial and adverse – of the project. Where possible, impacts should be described, quantified and also reported in monetary terms. However there may be some impacts where only a qualitative assessment is possible due to limitations in the available analysis. There should be a clear and detailed explanation of how all impacts reported have been identified, considered and analysed. When deciding what are the most significant impacts to consider, bidders should consider what impacts and outcomes the project is intended to achieve, taking into account the strategic case, but should also consider if there are other possible significant positive or negative impacts, to the economy, people, or environment</p>	
<p>C12. It will be generally expected that an overall Benefit Cost Ratio and Value for Money Assessment will be reported in applications. If this is not possible, then the application should include a clear explanation of why not.</p>	
<p>C13. Where available, please provide the BCR for this project</p>	
<p>C14. Does your proposal deliver strong non-monetised benefits? Please set out what these are and evidence them.</p>	
<p>C15. Deliverability Deliverability is one of the key criteria for this Fund and as such any bid should set out any necessary statutory procedures that are needed before it can be constructed.</p>	
<p>C16. The Bid – demonstrating investment or ability to begin delivery on the ground in 2021-22</p> <p>As stated in the prospectus UKG seeks for the first round of the funding that priority will be given to bids that can demonstrate investment and ability to deliver on the ground in 2021-22</p>	
<p>C17. Does this project includes plans for some LUF expenditure in 2021-22?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>C18. Could this project be delivered as a standalone project or do it require to be part of the overall bid?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No

C19. Please provide evidence	
C20. Can you demonstrate ability to deliver on the ground in 2021-22.	<input type="checkbox"/> Yes <input type="checkbox"/> No
C21. Please provide evidence	
Statutory Powers and Consents	
C22. Please list separately each power / consents etc obtained, details of date acquired, challenge period (if applicable) and date of expiry of powers and conditions attached to them. Any key dates should be referenced in your project plan.	
C23. Please list separately any <u>outstanding</u> statutory powers / consents etc, including the timetable for obtaining them.	

ANNEX D - Check List Great Britain Local Authorities

Questions	Y/N	Comments
4.1a Member of Parliament support		
MPs have the option of providing formal written support for one bid which they see as a priority. Have you appended a letter from the MP to support this case?	Y	Signed letter of endorsement from Tulip Siddiq MP (Hampstead and Kilburn)
Part 4.2 Stakeholder Engagement and Support		
Where the bidding local authority does not have responsibility for the delivery of projects, have you appended a letter from the responsible authority or body confirming their support?	N/A	N/A as Brent Council is the responsible authority in this project.
Part 4.3 The Case for Investment		
For Transport Bids: Have you provided an Option Assessment Report (OAR)	N/A	N/A as this is not a transport bid.
Part 6.1 Financial		
Have you appended copies of confirmed match funding?	Y	[REDACTED]
The UKG may accept the provision of land from third parties as part of the local contribution towards scheme costs. Please provide evidence in the form of a letter from an independent valuer to verify the true market value of the land.	N/A	N/A as not occurring in this project.
Have you appended a letter to support this case?		
Part 6.3 Management		
Has a delivery plan been appended to your bid?	Y	Attached
Has a letter relating to land acquisition been appended?	N/A	N/A as not occurring in this project.
Have you attached a copy of your Risk Register?	Y	Attached
Annex A-C - Project description Summary (only required for package bid)		

Have you appended a map showing the location (and where applicable the route) of the proposed scheme, existing transport infrastructure and other points of particular interest to the bid e.g. development sites, areas of existing employment, constraints etc.		
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Questions	Y/N	Comments
Part 1 Gateway Criteria		
You have attached two years of audited accounts		
You have provided evidence of the delivery team having experience of delivering two capital projects of similar size and in the last five years		
Part 4.2 Stakeholder Engagement and Support		
For transport bids, have you appended a letter of support from the relevant district council		
Part 6.1 Financial		
Have you appended copies of confirmed match funding		
The UKG may accept the provision of land from third parties as part of the local contribution towards scheme costs. Please provide evidence in the form of a letter from an independent valuer to verify the true market value of the land.		
Part 6.3 Management		
Has a delivery plan been appended to your bid?		
Has a letter relating to land acquisition been appended?		
Have you attached a copy of your Risk Register?		
Annex A-C - Project description Summary (only required for package bid)		
Have you appended a map showing the location (and where applicable the route) of the proposed scheme, existing transport infrastructure and other points of particular interest to the bid e.g. development sites, areas of existing employment, constraints etc.		

Annex E Checklist for Northern Ireland Bidding Entities

Questions	Y/N	Comments
Part 1 Gateway Criteria		
You have attached two years of audited accounts		
You have provided evidence of the delivery team having experience of delivering two capital projects of similar size and in the last five years		
Part 4.2 Stakeholder Engagement and Support		
For transport bids, have you appended a letter of support from the relevant district council		
Part 6.1 Financial		
Have you appended copies of confirmed match funding		
The UKG may accept the provision of land from third parties as part of the local contribution towards scheme costs. Please provide evidence in the form of a letter from an independent valuer to verify the true market value of the land.		
Part 6.3 Management		
Has a delivery plan been appended to your bid?		
Has a letter relating to land acquisition been appended?		
Have you attached a copy of your Risk Register?		
Annex A-C - Project description Summary (only required for package bid)		
Have you appended a map showing the location (and where applicable the route) of the proposed scheme, existing transport infrastructure and other points of particular interest to the bid e.g. development sites, areas of existing employment, constraints etc.		