

# GREATER LONDON AUTHORITY

Our reference: MGLA080822-6833

Date: 4 October 2022

Dear

Thank you for your request for information which the Greater London Authority (GLA) received on 7 August 2022, and the follow-up request including your clarifications and adjustments that was sent on 8 September 2022. Your request has been considered under the Environmental Information Regulations (EIR) 2004.

You requested:

*Brent Council, in a development partnership with Network Homes, is proposing a major Infill scheme for new Affordable Housing on or adjacent to the site of the Kilburn Square Co-op estate in Brent. The GLA will be the major or sole funder. Original project scale was 180 additional homes, the scheme being prepared for Planning Application in the coming weeks is 139. No existing homes will be demolished.*

*Pursuant to the provisions of the Freedom of Information Act (FOIA),*

- 1. Please supply details of all except purely administrative interactions since January 2022 between Brent or Network Homes and the GLA Planning Team, and between Brent and the Housing and Land Team, concerning this project, including but not limited to guidance on design principles; required or permissible levels of densification; levels of affordable rents; tenure mix; financial viability.*
- 2. Please provide copies of all written communications or summaries of key points in verbal discussions*
- 3. Please indicate the date and amount of the Approved Bid for GLA funding which covers or includes this project, and the amount now allocated to Kilburn Square; and provide a copy of the current version of the New Project Details, including milestone dates for starting construction and completion. Has the £100,000 per unit been updated and/or are there plans to revise the figure in the light of sharply rising costs?*
- 4. Please indicate whether, and if so at what stage, this project will require GLA approval, and if so, with what criteria and by which department.*
- 5. Please also indicate who at the GLA, and when, will assess whether the associated engagement process has met the Mayor's requirement that it be "inclusive, responsive, transparent and meaningful.*

Please note that the information we have provided in response to your request is related to the new development on the Kilburn Square Estate (as referred to on the London Borough of

# GREATER LONDON AUTHORITY

Brent's website<sup>1</sup>) which we understand your EIR request relates to. Please be advised that we have not included information about any historic schemes on the Kilburn Square estate as we believe this to be outside of the scope of your request.

Our response to your request is as follows:

Please find attached the information we hold within the scope of your request. Please note that redactions have been made to schemes which are unrelated to the Kilburn Square Redevelopment (which is also referred to as Brondesbury Road Mental Health Service, or "Brondesbury" in the GLA's correspondence with Brent).

The GLA approved an initial funding allocation for the Kilburn Square Redevelopment (which is referred to on the GLA's Open Project System (OPS) as Brondesbury Road Mental Health Service) on the 16/10/2018. The funding was allocated from the Mayor's Building Council Homes for Londoners Programme, and the initial allocations for this programme are published on the GLA's website here - <https://www.london.gov.uk/what-we-do/housing-and-land/increasing-housing-supply/building-council-homes-londoners>

The scheme received an initial grant allocation to deliver 70 homes (40 London Affordable Rent homes and 30 London Shared Ownership Homes). As of the 13/09/2022 Kilburn Square has an approved grant allocation to deliver 123 homes (that are all London Affordable Rent).

Project details (last approved on OPS 12/11/2018):

Project title	Brondesbury Road Mental Health Service
Organisation name	London Borough of Brent
Programme selected	Building Council Homes for Londoners
Brief project description	Master planning of the Kilburn Square site, phase 1 – Demolition of the existing facility and construction of a single block consisting of 70 units.
Address of the project	15 Brondesbury Rd, North Maida Vale, London, NW6 6BX
Borough	Brent
Ward	Brondesbury Park
Postcode	NW6 6BX
Co-ordinates	525267, 183702

Milestones (last approved on OPS on 20/01/2022):

Milestone	Date	Claim status
Detailed planning permission achieved	31/08/2021	Pending
Contractor appointment	30/06/2022	Pending
Start on Site	30/09/2022	Pending
Completion	31/12/2024	Pending

The GLA are in regular communication with the London Borough of Brent to discuss the scheme including any changes to the milestones and grant requirements. Any request to change to the current grant allocation will be reviewed and assessed by the GLA in accordance

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<sup>1</sup> [Kilburn Square Estate | Brent Council](#)

# GREATER LONDON AUTHORITY

with the GLA's published policies as set out in the programme funding guidance which is available on the GLA's website<sup>2</sup>.

The Mayor's planning powers are defined by criteria set out in the Mayor of London Order (2008), and the Mayor is unable to intervene in matters that do meet these criteria, which are the sole responsibility of the local planning authority.

To summarise, once an application has been submitted to a local planning authority, and if it meets the Mayor of London Order, the local planning authority is required to refer it to the Mayor. The Mayor has six weeks to provide comments on the application, assessing whether it complies with the London Plan policies. This is a consultation response known as stage one. The stage 1 report is prepared by officers in the Development Management Team in the GLA Planning Unit.

The application is then considered by the local planning authority (usually at a planning committee), where it decides whether to grant or refuse permission. Following its consideration, the local planning authority is then required to refer the application to the Mayor for his final decision, known as a Stage 2 referral. The Mayor has 14 days to make a decision to allow the local planning authority decision to stand, to direct refusal, or to take over the application, thus becoming the local planning authority. Further information on the Mayor's planning powers can be found at the following link:

<https://www.london.gov.uk/what-we-do/planning/planning-applications-and-decisions/what-powers-does-mayor-have-planning>

The GLA Housing and Land team will review the funding allocation for the scheme at the point that any changes to scheme are submitted on OPS. As noted above, any request to make a change to the scheme will be reviewed and assessed by the GLA in accordance with the GLA's published funding guidance. If no changes are submitted, the progress of the scheme will be monitored against the milestone dates included above. Further information on this is included within the GLA's the Capital Funding Guide and the Building Council Homes for Londoners contract, which are available on the GLA's website here:

[https://www.london.gov.uk/sites/default/files/section\\_2.\\_general\\_22-4-22.pdf](https://www.london.gov.uk/sites/default/files/section_2._general_22-4-22.pdf)

[https://www.london.gov.uk/sites/default/files/grant\\_agreement\\_-\\_building\\_council\\_homes\\_for\\_londoners\\_project-by-project\\_basis\\_thl\\_133832162\\_4.pdf](https://www.london.gov.uk/sites/default/files/grant_agreement_-_building_council_homes_for_londoners_project-by-project_basis_thl_133832162_4.pdf)

The Mayor of London published a document titled "Better homes for local people: The Mayor's Good Practise Guide to Estate Regeneration" (GPGER) in February 2018. This document sets out the Mayor's aspirations for full and transparent consultation and involvement with estate residents throughout the regeneration process to ensure resident support.

From 18 July 2018, the Mayor requires any landlord seeking GLA funding for estate regeneration projects which involve the demolition of existing affordable or leasehold homes and the construction of 150 or more homes (of any tenure) to demonstrate that they have secured resident support for their proposals through a ballot, subject to certain specified exemptions and transitional arrangements.

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<sup>2</sup> [Building Council Homes for Londoners Funding Guidance](#)

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Whilst considerations around ballots and funding conditions are not issues considered as part of the planning process, the Mayor encourages landlords to use ballots as widely as possible in line with his Good Practice Guide.

Notwithstanding the above, officers in the Development Management Team in the GLA Planning Unit will consider the engagement process of the applicant carried out in relation to any estate regeneration scheme as per the key principles set out in the GPGER document mentioned above as part of the preparation of the stage 1 and stage 2 reports.

A small amount of content in the attachment along with the grant allocations is considered to be exempt from disclosure by virtue of the disclosure-exception provision found under regulations 12(5)(e) of the EIR. This has been marked within the attachment where it applies.

The information is covered by the common law obligation of confidentiality, the information is not trivial in nature, nor is it in the public domain and relates to commercially sensitive figures which form part of a negotiated bid process which has not yet concluded. Disclosure of the information would inevitably harm the confidential nature of it and therefore the exemption at Regulation 12(5)(e) is engaged in respect of disclosure of the redacted information.

If we were to release the grant allocation amounts it would be prejudicial to ongoing negotiations with the GLA's Investment Partners. The information is covered by the common law obligation of confidentiality, the information is not trivial in nature, nor is it in the public domain. Disclosure of the information would inevitably harm the confidential nature of it and therefore the exemption at Regulation 12(5)(e) is engaged in respect of disclosure of the redacted information.

Regulation 12(5)(e) is as qualified exemption from our duty to disclose information under the EIR, and consideration must be given as to whether the public interest favouring disclosure of the information covered by this exemption outweighs the public interest considerations favouring maintaining the exemption and withholding the information.

The GLA acknowledges that there is a public interest in the delivery of the Affordable Homes Programme. However, it is not in the public interest to release information which would be likely to prejudice the position of our partners in future negotiations and any procurement exercises. We therefore find that the public interest is balanced in favour of non-disclosure because of the harm its release would cause.

If you have any further questions relating to this matter, please contact me, quoting the reference MGLA

Yours sincerely

## Information Governance Officer

If you are unhappy with the way the GLA has handled your request, you may complain using the GLA's FOI complaints and internal review procedure, available at:

<https://www.london.gov.uk/about-us/governance-and-spending/sharing-our-information/freedom-information>

[REDACTED]

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**From:** [REDACTED]  
**Sent:** 17 January 2022 11:08  
**To:** [REDACTED]  
**Subject:** RE: Slipping Schemes additional info

Hi [REDACTED]

I hope you had a nice weekend!

That is great news please can you make sure SOS meets the definitions outlined from p49 of the capital funding guide found here: [https://www.london.gov.uk/sites/default/files/13\\_section\\_2\\_general\\_12-11-21.pdf](https://www.london.gov.uk/sites/default/files/13_section_2_general_12-11-21.pdf). If the SOS satisfies this then please complete block 9 on the OPS records and claim the SOS milestone on OPS, as soon as possible as it is currently showing as lapsed on our system.

We are getting there with tidying up LB Brents programme on OPS and I am hoping to take all the slippages to the meeting this week in order to do this please can I have information on the below.

- [REDACTED]
- Brondesbury Road Mental Health Service (**P12921**) We have on the system as slipping until June 2022 – please can you give a detailed explanation as to why the scheme is slipping and what stage it is at currently.

- [REDACTED]

It would be great if I could have a response on the slipped schemes by COP today if possible.

[REDACTED]

Thanks,

[REDACTED]

Area Manager, North West Area Team  
GREATERLONDONAUTHORITY  
Union Street, London SE1 0LL

[REDACTED]  
london.gov.uk  
[REDACTED] [london.gov.uk](https://www.london.gov.uk)

**From:** [REDACTED] <[REDACTED]@brent.gov.uk>  
**Sent:** 02 February 2022 13:57  
**To:** [REDACTED]  
**Subject:** RE: Update

Please see the below update  
Regards

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**From:** [REDACTED] <[REDACTED]@london.gov.uk>  
**Sent:** 28 January 2022 09:28  
**To:** [REDACTED] <[REDACTED]@brent.gov.uk>  
**Subject:** RE: Update

Hi [REDACTED]  
Sorry for the different emails. But just to keep each conversation separate.  
Is there any update on schemes below?

- [REDACTED]
- Brondesbury Road Mental Health Service **THIS IS PART OF THE KILBURN SQUARE OVERALL SCHEME**
- [REDACTED]

Thanks,

[REDACTED]  
Area Manager, North West Area Team  
GREATER LONDON AUTHORITY  
Union Street, London SE1 0LL  
[REDACTED]  
london.gov.uk

[REDACTED] [london.gov.uk](https://www.london.gov.uk)

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**From:** [REDACTED]  
**Sent:** 26 January 2022 10:01  
**To:** [REDACTED] <[REDACTED]@brent.gov.uk>  
**Subject:** RE: Update

Hi [REDACTED]  
Sorry to chase any update on the below?

Thanks,

[REDACTED]  
Area Manager, North West Area Team  
GREATER LONDON AUTHORITY  
Union Street, London SE1 0LL  
[REDACTED]  
london.gov.uk

[REDACTED] [london.gov.uk](https://www.london.gov.uk)

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**From:** [REDACTED] <[REDACTED]@brent.gov.uk>  
**Sent:** 24 January 2022 09:34  
**To:** [REDACTED] <[REDACTED]@london.gov.uk>  
**Subject:** RE: Update

Unfortunately not I hope to have an update later today.

These project are all in [redacted] team and [redacted] which is way we are suffering a delay with the update

Regards

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**From:** [redacted] <[redacted]@london.gov.uk>

**Sent:** 24 January 2022 09:25

**To:** [redacted] <[redacted]@brent.gov.uk>

**Subject:** RE: Update

Hi [redacted]

I hope you had a lovely weekend?

After our conversation on Thursday I was just wondering if you had any update on any of the schemes below.

Thanks,

[redacted]  
Area Manager, North West Area Team  
GREATERLONDONAUTHORITY  
Union Street, London SE1 0LL

[redacted]  
london.gov.uk

[redacted]@london.gov.uk

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**From:** [redacted]

**Sent:** 20 January 2022 09:11

**To:** [redacted] <[redacted]@brent.gov.uk>

**Subject:** RE: Update

Hi [redacted]

Just the schemes I have emailed you about in the attached email.

- [redacted]
- Brondesbury Road Mental Health Service
- [redacted]

[redacted]  
Area Manager, North West Area Team  
GREATERLONDONAUTHORITY  
Union Street, London SE1 0LL

[redacted]  
london.gov.uk

[redacted]@london.gov.uk

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**From:** [redacted] <[redacted]@brent.gov.uk>

**Sent:** 20 January 2022 06:37

**To:** [redacted] <[redacted]@london.gov.uk>

**Subject:** Update

[redacted]  
Which sites do you need an update on?

If you can let me know which sites need updating I will try and get the answers and update OPS.

Regards

**From:** [REDACTED]  
**Sent:** 22 February 2022 14:27  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** RE: official SOS  
**Attachments:** LB Brent Programme - Feb 2022.xlsx

Hi [REDACTED]

Ahead of our meeting tomorrow I have pulled together a spreadsheet (attached) which outlines all the schemes we have on our OPS system which are due to claim SOS or claim PC.

\*Please note I pulled this information off the system this morning before [REDACTED] email but the spreadsheet shows the current approved position by the GLA.

We are looking to get clarity on all the schemes but with a particular focus on the schemes that can SOS and complete before the end of March 2022. We look forward to meeting with you tomorrow.

Many thanks,

[REDACTED]  
[REDACTED]  
Area Manager, North West Area Team  
GREATERLONDONAUTHORITY  
Union Street, London SE1 0LL  
[REDACTED]

london.gov.uk  
[REDACTED] [london.gov.uk](mailto:[REDACTED]@london.gov.uk)

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**From:** [REDACTED] <[REDACTED]@brent.gov.uk>  
**Sent:** 18 February 2022 15:15  
**To:** [REDACTED] <[REDACTED]@london.gov.uk>  
**Cc:** [REDACTED] <[REDACTED]@london.gov.uk>  
**Subject:** RE: official SOS

Hi Both

- Wednesday 23<sup>rd</sup> Feb – 3:00-4:00pm works for me do you want to send a team's meeting through. I'm currently updating our programme for SOS and will hopefully have all this by Wednesday. Do you have definition of SOS that I can use internally.?

Regards  
[REDACTED]

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**From:** [REDACTED] <[REDACTED]@london.gov.uk>  
**Sent:** 18 February 2022 14:36  
**To:** [REDACTED] <[REDACTED]@brent.gov.uk>  
**Cc:** [REDACTED] <[REDACTED]@london.gov.uk>  
**Subject:** RE: official SOS

Hi [REDACTED]



Thank you for getting in touch.

Myself and [REDACTED] (Senior Area Manager for Brent) CC'd in would find it useful to have a catch up with you. We could use this as an opportunity to run through the current programme, with focus on SOS due this FY and discuss any questions you have.

Would any of the following times work for you:

- Monday 21<sup>st</sup> Feb – 2:30-4:00pm
- Tuesday 22<sup>nd</sup> Feb – 1:30-2:30pm
- Wednesday 23<sup>rd</sup> Feb – 11:00-12:00pm/3:00-4:00pm
- Thursday 24<sup>th</sup> 4:00-5:00pm

Let me know if any of these times work for you and I will set a meeting up.

Many thanks,

[REDACTED]

Area Manager, North West Area Team  
GREATER LONDON AUTHORITY  
Union Street, London SE1 0LL

[REDACTED]

london.gov.uk

[REDACTED] [london.gov.uk](https://www.london.gov.uk)

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**From:** [REDACTED] <[REDACTED]@brent.gov.uk>

**Sent:** 18 February 2022 13:30

**To:** [REDACTED] <[REDACTED]@london.gov.uk>

**Subject:** official SOS

Afternoon [REDACTED]

Firstly let me introduce myself I'm [REDACTED] the New Head of Affordable Housing & Partnerships. You correspond with [REDACTED] my Development Manager re our projects. It would be good if you and I could catch up with current GLA issues as I'm used to regular quarterly meetings with the GLA when I've been with other RSL's and it would be good to talk anything you have any concerns about and our current programme.

One of the questions I have for you is what now constitutes a SOS it use to be site preparation i.e. site buildings, demo etc. Could you let me have the official current response please and let me know when you are free for a catch up.

Kind regards

[REDACTED] | Head of Affordable Housing & Partnerships

[REDACTED]  
London Borough of Brent | [www.brent.gov.uk](https://www.brent.gov.uk)

### LB Brent - Schemes due to SOS

\*Please note information shown is as approved on OPS AM 22/02/2022

[illegible]

[REDACTED]  
[REDACTED]

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**From:** [REDACTED]  
**Sent:** 24 February 2022 17:12  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** LB Brent Programme Update  
**Attachments:** LB Brent Programme - Feb 2022.xlsx

**Importance:** High

Dear [REDACTED]

It was nice to meet with you yesterday.

As discussed please see attached a spreadsheet which outlines all the schemes the GLA has on the OPS system. There are 4 different tabs to work through with actions for LB Brent and space for detailed comments, these follow on from the work [REDACTED] has done on OPS recently. **As discussed on Wednesday we are particularly interested in detailed updates on schemes which we have forecast to SOS and PC this FY.**

I have sent a meeting request for Wednesday 9<sup>th</sup> March at 2:00pm (please let me know if this time is not suitable). It would be great if you and [REDACTED] could be able to provide an updated spreadsheet with LB Brents comments by the **8<sup>th</sup> of March** so we have sight of it prior to the meeting.

@ [REDACTED] [REDACTED] as we are catching up tomorrow I thought it would be a good opportunity to run through the spreadsheet together and iron out any initial questions you have.

In the meantime if you have any question please don't hesitate to contact me and [REDACTED]

Many thanks,

[REDACTED]

[REDACTED] [REDACTED]

Area Manager, North West Area Team  
GREATERLONDONAUTHORITY  
Union Street, London SE1 0LL  
[REDACTED]

london.gov.uk

[REDACTED] [london.gov.uk](https://www.london.gov.uk)



[REDACTED]

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**From:** [REDACTED] <[REDACTED]@brent.gov.uk>  
**Sent:** 05 March 2022 14:36  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** LB Brent programme  
**Attachments:** LB Brent Programme - Update 4th March 2022.xlsx

[REDACTED]  
Please see attached the populated spreadsheet ahead of our meeting  
Regards  
[REDACTED]

### LB Brent - Schemes due to SOS

**\*Please note information shown is as approved on OPS AM 22/02/2022**

[illegible]

Please see the proposed agenda below. We would be grateful if you could provide detailed updates on everything outlined below at the meeting.

Agenda LB Brent Programme

- [REDACTED]
  - [REDACTED]
  - [REDACTED]
  - [REDACTED]
  - [REDACTED]
  - [REDACTED]
  - [REDACTED]
  - [REDACTED]
  - [REDACTED]
  - [REDACTED]
  - [REDACTED]
- SOS rest of the programme updates and critical path to delivery
  - [REDACTED]
  - Brondesbury Road Mental Health
  - [REDACTED]
- [REDACTED]
- [REDACTED]
  - [REDACTED]
- AOB
  - Updated organogram

**From:** [REDACTED]  
**Sent:** 07 April 2022 10:47  
**To:** [REDACTED]  
**Subject:** LB Brent - Milestone Exercise

**Importance:** High

Hi [REDACTED]

As discussed on Monday, as we are now in the final year of the programme there is going to be a lot more scrutiny on scheme milestones. As such we are undertaking an exercise to understand the milestone dates which lead up to SOS.

There is a lot of work for Brent on these milestones so I thought it would be a good idea if we broke it down in to chunks to make it more manageable. To start with below is a list of scheme which have already been approved on OPS. I would be grateful if you could fill in the table for each of the schemes below and then send the email back to me. **We need this first batch done before 13<sup>th</sup> April.**

Happy to chat through any questions you have if required.

[REDACTED]

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

Brondesbury Road Mental Health Service/Kilburn Square Redevelopment (P12921)

Milestone	Forecast Date
Planning Permission Granted	
Site Acquired	
Out to tender	
Tender returns	
Contract signed	
Vacant possession	
Physical SOS	

[REDACTED]

Milestone	Forecast Date
Planning Permission Granted	
Site Acquired	
Out to tender	
Tender returns	



Contract signed	
Vacant possession	
Physical SOS	

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Milestone	Forecast Date
Planning Permission Granted	
Site Acquired	
Out to tender	
Tender returns	
Contract signed	
Vacant possession	
Physical SOS	

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Milestone	Forecast Date
Planning Permission Granted	
Site Acquired	
Out to tender	
Tender returns	
Contract signed	
Vacant possession	
Physical SOS	

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Milestone	Forecast Date
Planning Permission Granted	
Site Acquired	
Out to tender	
Tender returns	
Contract signed	
Vacant possession	
Physical SOS	

\_\_\_\_\_

Milestone	Forecast Date
Planning Permission Granted	
Site Acquired	
Out to tender	
Tender returns	
Contract signed	
Vacant possession	
Physical SOS	

\_\_\_\_\_

Milestone	Forecast Date
Planning Permission Granted	
Site Acquired	
Out to tender	
Tender returns	
Contract signed	
Vacant possession	
Physical SOS	

Many thanks,

[REDACTED]

[REDACTED] [REDACTED]

Area Manager, North West Area Team  
GREATER**LONDON**AUTHORITY  
Union Street, London SE1 0LL

[REDACTED]

[london.gov.uk](http://london.gov.uk)

[REDACTED] [london.gov.uk](http://london.gov.uk)

**From:** [REDACTED] <[REDACTED]@brent.gov.uk>  
**Sent:** 13 April 2022 11:54  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** RE: LB Brent - Milestone Exercise

**CAUTION:** This email originated from outside this organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

[REDACTED]  
Yes that is correct the milestone date has not been met.  
In respect to the date when that will be met all I can do is give an estimate.  
Regards  
[REDACTED]

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**From:** [REDACTED] <[REDACTED]@london.gov.uk>  
**Sent:** 13 April 2022 11:11  
**To:** [REDACTED] <[REDACTED]@brent.gov.uk>  
**Cc:** [REDACTED]@brent.gov.uk  
**Subject:** RE: LB Brent - Milestone Exercise

Hi [REDACTED]  
Sorry if my email wasn't clear. Just to confirm when you have put 'no' below does this mean the milestone has not yet been met? If so, please could you give the forecast dates in that column we have been asked to keep track of forecast dates as part of our monitoring of the programme in the final year.  
Many thanks,

[REDACTED]  
Area Manager, North West Area Team  
GREATER LONDON AUTHORITY  
Union Street, London SE1 0LL  
[REDACTED]  
london.gov.uk

[REDACTED] [london.gov.uk](https://www.london.gov.uk)

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**From:** [REDACTED] <[REDACTED]@brent.gov.uk>  
**Sent:** 13 April 2022 10:40  
**To:** [REDACTED] <[REDACTED]@london.gov.uk>  
**Cc:** [REDACTED]@brent.gov.uk  
**Subject:** RE: LB Brent - Milestone Exercise

**CAUTION:** This email originated from outside this organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

[REDACTED]  
[REDACTED] will come back to you on the [REDACTED]  
My comments are set out on the other projects.  
Regards  
[REDACTED]

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**From:** [REDACTED] <[REDACTED]@london.gov.uk>  
**Sent:** 07 April 2022 10:47  
**To:** [REDACTED] <[REDACTED]@brent.gov.uk>  
**Subject:** LB Brent - Milestone Exercise  
**Importance:** High

Hi [REDACTED]

As discussed on Monday, as we are now in the final year of the programme there is going to be a lot more scrutiny on scheme milestones. As such we are undertaking an exercise to understand the milestone dates which lead up to SOS.

There is a lot of work for Brent on these milestones so I thought it would be a good idea if we broke it down in to chunks to make it more manageable. To start with below is a list of scheme which have already been approved on OPS. I would be grateful if you could fill in the table for each of the schemes below and then send the email back to me. **We need this first batch done before 13<sup>th</sup> April.**

Happy to chat through any questions you have if required.

Milestone	Forecast Date
Planning Permission Granted	
Site Acquired	
Out to tender	
Tender returns	
Contract signed	
Vacant possession	
Physical SOS	

[Collapsed formatting - Text under Brondesbury = Planning  
"Permission Granted Not submitted yet"]

#### Brondesbury Road Mental Health Service/Kilburn Square Redevelopment (P12921)

Planning Permission Granted	no
Site Acquired	no
Out to tender	no
Tender returns	no
Contract signed	no
Vacant possession	no
Physical SOS	no
Physical SOS	yes
Physical SOS	no

Area Manager, North West Area Team  
GREATER LONDON AUTHORITY  
Union Street, London SE1 0LL  
london.gov.uk  
[london.gov.uk](https://www.london.gov.uk)

NHS health information and advice about coronavirus can be found at [nhs.uk/coronavirus](https://www.nhs.uk/coronavirus)

The GLA stands against racism. Black Lives Matter.

[REDACTED]

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**From:** [REDACTED]  
**Sent:** 10 May 2022 13:36  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** LB Brent Programme Meeting Agenda + Prep Work  
**Attachments:** Brent Prorgamme SOS May 2022.xlsx

Dear [REDACTED] and [REDACTED]

Ahead of our meeting on Friday. I have prepared the agenda below, please let me know if there is anything you would like adding.

There is some prep work required before the meeting which is to complete and send back to us the attached spread sheet.

**Agenda LB Brent/GLA Monthly Programme Update**

- **SOS Programme Updates**
  - Please complete the attached spread sheet ahead of the meeting and come with updates about each scheme.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

- **AOB**
  - Next Meeting Thursday 9<sup>th</sup> June. Focus on Completions.

Many thanks,

[REDACTED]

[REDACTED]

Area Manager, North West Area Team  
GREATER LONDON AUTHORITY  
Union Street, London SE1 0LL

[REDACTED]

london.gov.uk

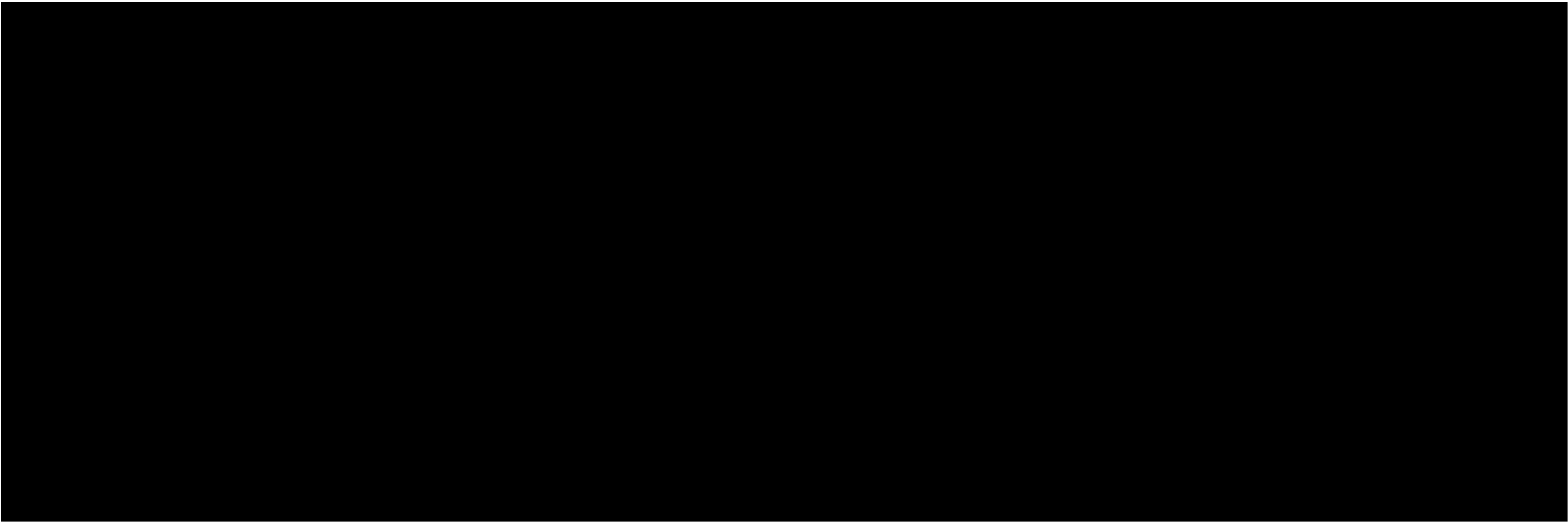
[REDACTED] [london.gov.uk](https://www.london.gov.uk)

LB Brent Programme Update SOS



Brondesbury Road Mental Health (12921)			
Milestone	Forecast Date	GLA Comments	LB Brent Comments
Planning Permission Granted	31/08/2022		
Site Acquired		Please provdie dates	
Out to tender		Please provdie dates	
Tender returns		Please provdie dates	
Contract signed	30/12/2022		
Vacant possession		Please provdie dates	
Physical SOS	10/01/2023		

Brondesbury Road	
Additional Question	LB Brent Response
Are there any risks associated with the scheme?	
How will the risks be mitigated?	



[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 18 May 2022 10:44  
**To:** [REDACTED]  
**Cc:** [REDACTED]@brent.gov.uk  
**Subject:** LB Brent Programme Meeting - OPS Updates  
**Attachments:** Brent Prorgamme SOS May 2022.xlsx

**Importance:** High

Hi [REDACTED]

Further to our catch-up on Friday last week, I would appreciate an update on where you are with the following scheme updates and new bids that need to be made on OPS please:

[REDACTED]

[REDACTED]

[REDACTED]

Kind regards,

[REDACTED]

[REDACTED]

Senior Area Manager, North West Area Team, Housing and Land  
GREATERLONDONAUTHORITY

City Hall, Kamal Chunchie Way, London E16 1ZE  
07514 492 007

**london.gov.uk**

[london.gov.uk](https://www.london.gov.uk)

*My preferred pronouns are* [REDACTED]

---

**From:** [REDACTED] <[REDACTED]@london.gov.uk>

**Sent:** 10 May 2022 13:36

**To:** [REDACTED] <[REDACTED]@brent.gov.uk>; [REDACTED] <[REDACTED]@brent.gov.uk>

**Cc:** [REDACTED] <[REDACTED]@london.gov.uk>

**Subject:** LB Brent Programme Meeting Agenda + Prep Work

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

- [REDACTED]

- [REDACTED]

- [REDACTED]

- [REDACTED]

- [REDACTED]

- [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] West Area Team  
GREATER LONDON AUTHORITY  
Union Street, London SE1 0LL

[REDACTED]

**london.gov.uk**

[london.gov.uk](https://www.london.gov.uk)

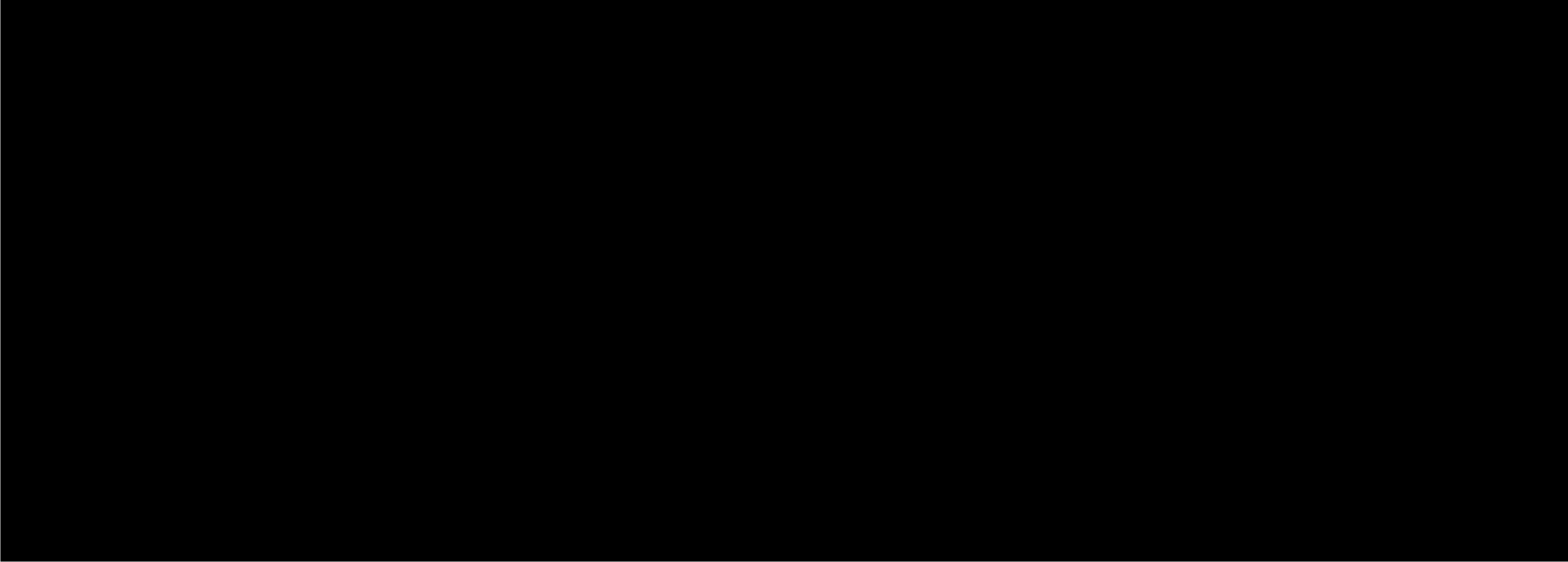


LB Brent Programme Update SOS



Brondesbury Road Mental Health (12921)			
Milestone	Forecast Date	GLA Comments	LB Brent Comments
Planning Permission Granted	31/08/2022		
Site Acquired		Please provdie dates	
Out to tender		Please provdie dates	
Tender returns		Please provdie dates	
Contract signed	30/12/2022		
Vacant possession		Please provdie dates	
Physical SOS	10/01/2023		

Brondesbury Road	
Additional Question	LB Brent Response
Are there any risks associated with the scheme?	
How will the risks be mitigated?	



[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 20 May 2022 09:49  
**To:** [REDACTED] [brent.gov.uk](mailto:brent.gov.uk)  
**Cc:** [REDACTED]  
**Subject:** LB Brent Agenda - Quarterly Meeting 1  
**Attachments:** GLA Quarterly Briefing Note - Q1 22-23.pdf; LB Brent Q1 22-23 Programme Report.xlsx; LB Brent Q1 22-23.docx

Dear All,

Ahead of our quarterly meeting on Monday I have attached an agenda, please let me know if there is anything else you would like adding. I have also attached is the LB Brent Programme report showing lapsed milestones.

Additionally, I have also attached the GLA update for Q1 2022-23 in order to allow you time to review ahead of the meeting and bring any questions you may have.

I look forward to seeing you all on Monday.

Many thanks,

[REDACTED]

Area Manager, North West Area Team  
GREATERLONDONAUTHORITY  
Union Street, London SE1 0LL  
[REDACTED]

[london.gov.uk](mailto:london.gov.uk)  
[REDACTED] [london.gov.uk](mailto:london.gov.uk)

## LB Brent Q1 22-23 Programme Report

Project Title	Project ID	programme	Total Unit	Detailed planning pe	Detailed planni	Start on site mi	Start on site cl	Completion milest	Completion claim stat	project status	GLA Comments
Brondesbury Road Mental Health	12921	Building Council Homes for	123	31/08/2021	Pending	30/09/2022	Pending	31/12/2024	Pending	Active: ApprovalRequested	Awaiting information from LB Brent.
Kilburn Square	13198	Building Council Homes for	24	01/09/2017	Approved	01/07/2018	Approved	16/12/2020	Pending	Active: UnapprovedChanges	Needs to be submitted to claim PC.

[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 24 May 2022 16:04  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** FW: LB Brent Programme Meeting Agenda + Prep Work  
**Attachments:** Brent Prorgamme SOS May 2022.xlsx

Hi [REDACTED] and [REDACTED]

Ahead of meeting on Thursday please see the attached spreadsheet can **filled in and sent back to us ahead of the meeting**. It is still outstanding from our last programme meeting at the start of May.

Many thanks,

[REDACTED]  
[REDACTED]  
Area Manager, North West Area Team  
GREATERLONDONAUTHORITY  
Union Street, London SE1 0LL  
[REDACTED]

london.gov.uk  
[REDACTED] [london.gov.uk](https://www.london.gov.uk)

---

**From:** [REDACTED]  
**Sent:** 10 May 2022 13:36  
**To:** [REDACTED] <[REDACTED]@brent.gov.uk>; [REDACTED] <[REDACTED]@brent.gov.uk>  
**Cc:** [REDACTED] <[REDACTED]@london.gov.uk>  
**Subject:** LB Brent Programme Meeting Agenda + Prep Work

Dear [REDACTED] and [REDACTED]

Ahead of our meeting on Friday. I have prepared the agenda below, please let me know if there is anything you would like adding.

There is some prep work required before the meeting which is to complete and send back to us the attached spread sheet.

**Agenda LB Brent/GLA Monthly Programme Update**

- **SOS Programme Updates**
  - Please complete the attached spread sheet ahead of the meeting and come with updates about each scheme.

○ [REDACTED]

○ [REDACTED]

■ [REDACTED]

- **AOB**

- Next Meeting Thursday 9<sup>th</sup> June. Focus on Completions.

Many thanks,

[REDACTED]

[REDACTED] [REDACTED]

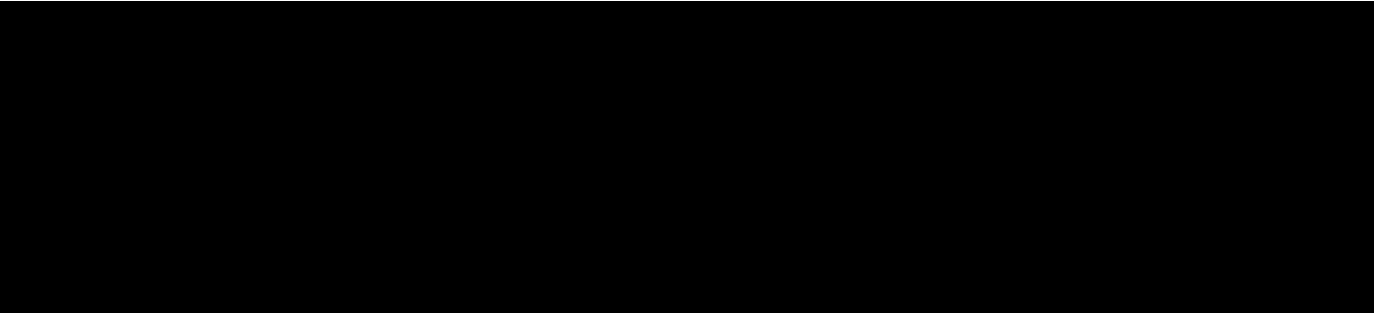
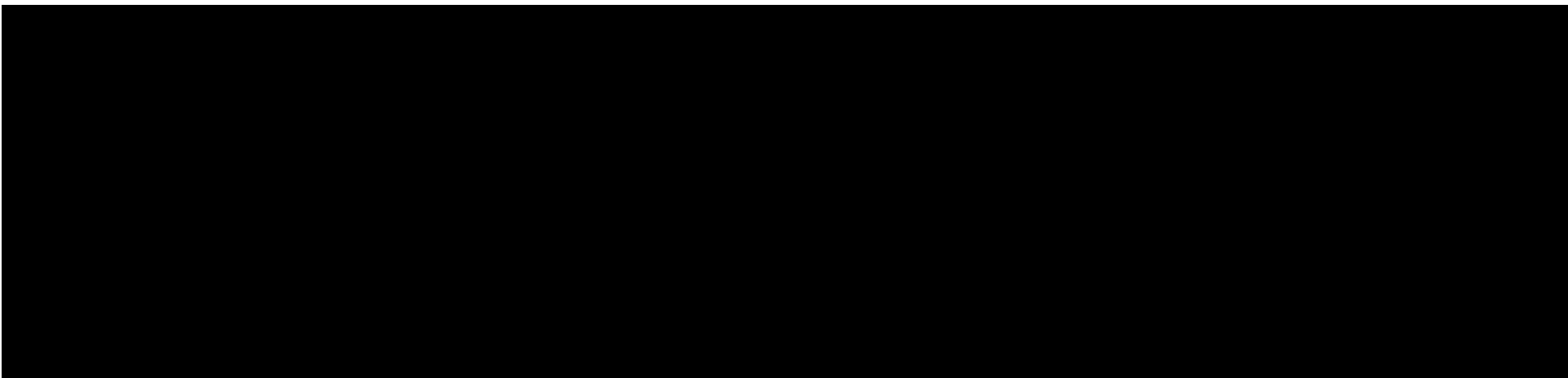
Area Manager, North West Area Team  
GREATERLONDONAUTHORITY  
Union Street, London SE1 0LL

[REDACTED]

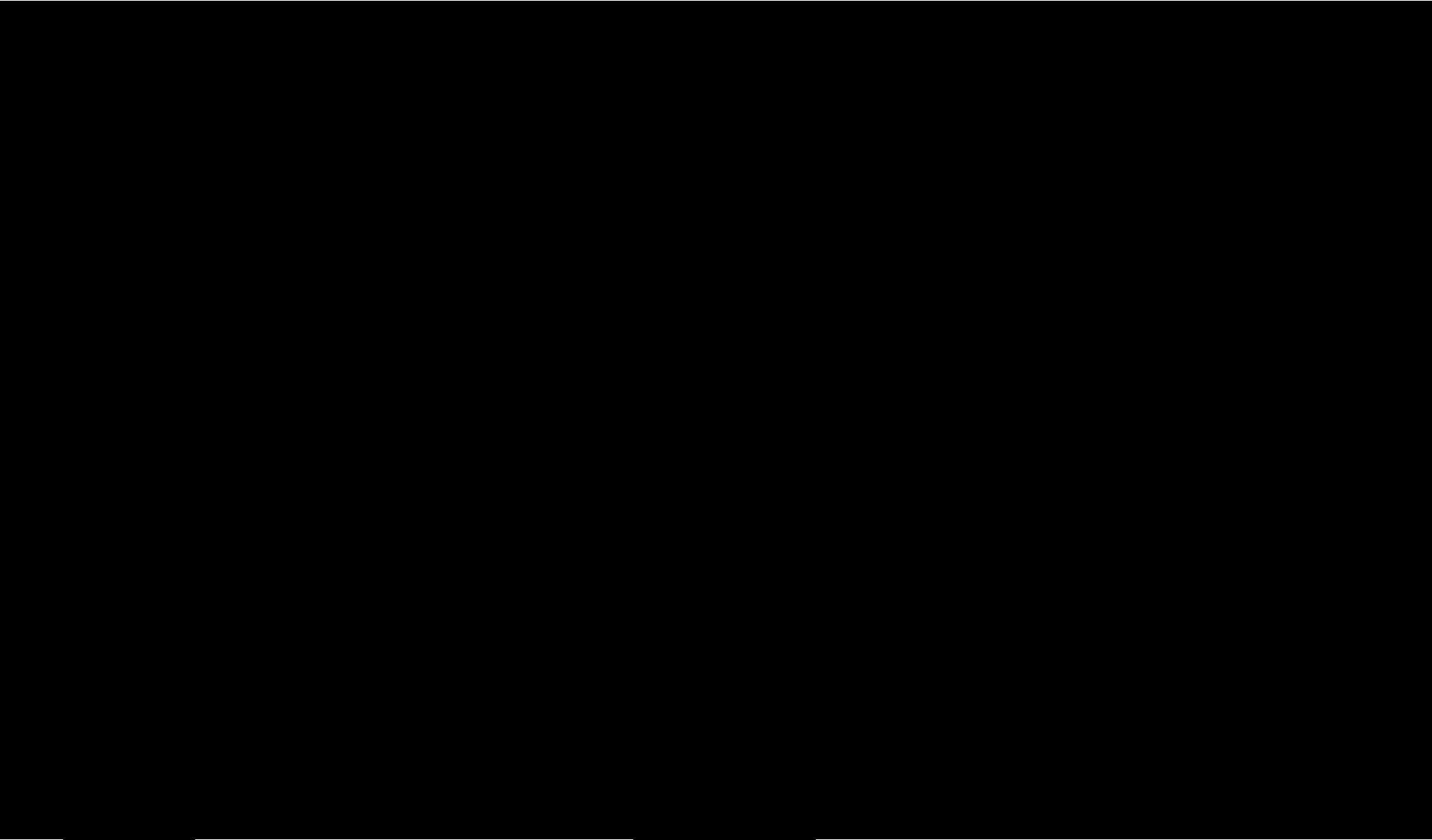
london.gov.uk

[REDACTED] [london.gov.uk](https://www.london.gov.uk)

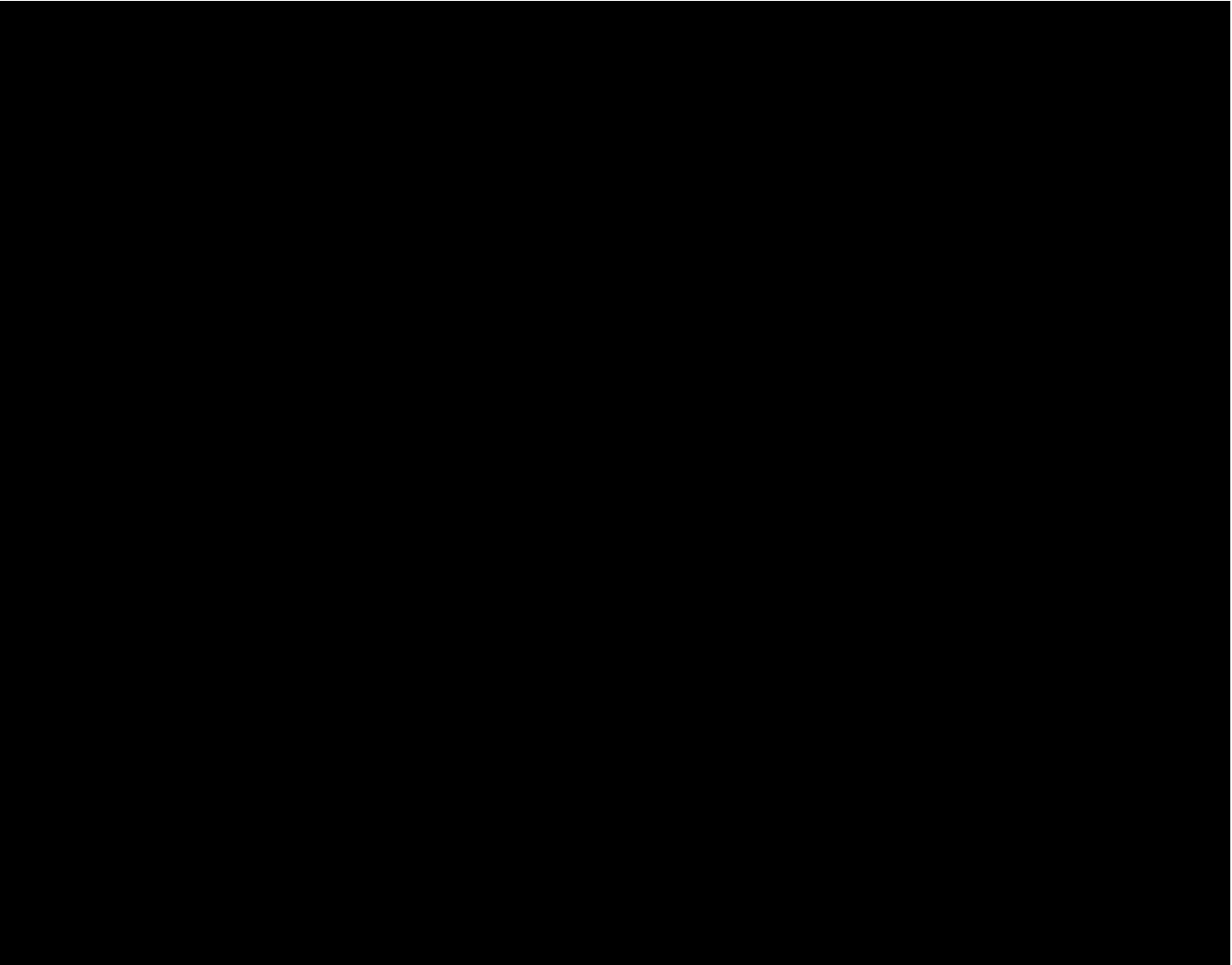
LB Brent Programme Update SOS



Brondesbury Road Mental Health (12921)			
Milestone	Forecast Date	GLA Comments	LB Brent Comments
Planning Permission Granted	31/08/2022		
Site Acquired		Please provdie dates	
Out to tender		Please provdie dates	
Tender returns		Please provdie dates	
Contract signed	30/12/2022		
Vacant possession		Please provdie dates	
Physical SOS	10/01/2023		



Brondesbury Road	
Additional Question	LB Brent Response
Are there any risks associated with the scheme?	
How will the risks be mitigated?	



**From:** [REDACTED] <[REDACTED]@brent.gov.uk>  
**Sent:** 27 May 2022 18:04  
**To:** [REDACTED]  
**Subject:** RE: Copy of Brent Prorgamme SOS May 2022.xlsx  
**Attachments:** Copy of Brent Prorgamme SOS May 2022.xlsx

Hi [REDACTED] please see attached, apologies and thanks. Best [REDACTED]

---

**From:** [REDACTED] <[REDACTED]@london.gov.uk>  
**Sent:** 27 May 2022 16:23  
**To:** [REDACTED] <[REDACTED]@brent.gov.uk>; [REDACTED]@brent.gov.uk  
**Subject:** RE: Copy of Brent Prorgamme SOS May 2022.xlsx

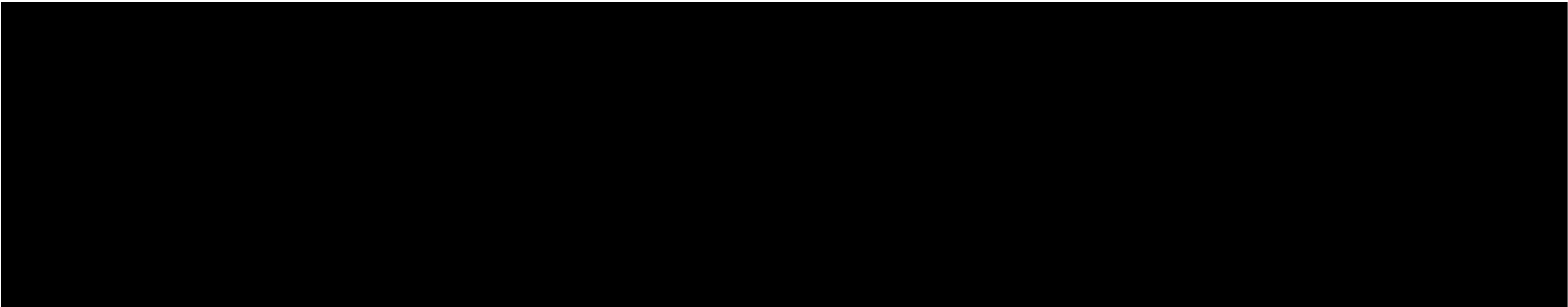
Hi [REDACTED]  
Thanks for the email – But I haven't received any attachments please could you resend?  
I hope you have a lovely time on leave!  
Thanks,

[REDACTED]  
Area Manager, North West Area Team  
GREATER LONDON AUTHORITY  
Union Street, London SE1 0LL

[REDACTED]  
london.gov.uk

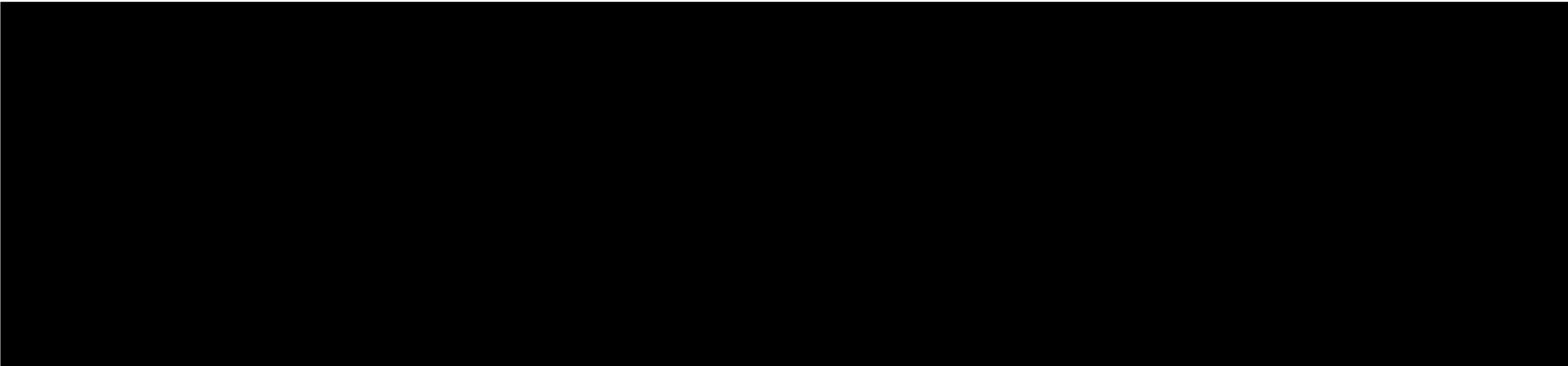
[REDACTED] [london.gov.uk](https://www.london.gov.uk)

LB Brent Programme Update SOS



Kilburn Square (Brondesbury Road Mental Health) (12921)			
Milestone	Forecast Date	GLA Comments	LB Brent Comments
Planning Permission Granted	31/08/2022		pa submission Aug 22
Site Acquired		Please provdie dates	LB Brent owned site
Out to tender			expressions of interest received already, 2nd stage of tender process to start upon pa submisison tjhis scheme is now 139 units of which 40 are assisted living
		Please provdie dates	
Tender returns		Please provdie dates	Oct-22
Contract signed	30/12/2022		Dec 22/Jan23
Vacant possession		Please provdie dates	
Physical SOS	10/01/2023		Dec/22/Jan23

Kilburn Square (Brondesbury Road)	
Additional Question	
LB Brent Response	
Are there any risks associated with the scheme?	Planning and obtianing a contractor
How will the risks be mitigated?	the processes for both are being activley





[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 08 June 2022 16:02  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** LB Brent Monthly Catch Up  
**Attachments:** LB Brent Q1 22-23 Programme Report (002).xlsx

Hi All,

Ahead of our monthly catch up tomorrow I have attached LB Brents current approved position from OPS.

I have prepared an agenda please see below which I will add to the meeting invite.

**Monthly Programme Agenda**

- **Scheme Updates**
  - [REDACTED]
  - Brondesbury Road Mental Health Clinic (Kilburn Square)
  - [REDACTED]
- **Review of the current approved positions**
  - See attached
- **AOB**
  - Right to Buy Back Revenue Funding

Many thanks,

[REDACTED]

[REDACTED]

Area Manager, North West Area Team  
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Union Street, London SE1 0LL

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[REDACTED] [london.gov.uk](https://www.london.gov.uk)

## LB Brent Q1 22-23 Programme Report

[illegible]

[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 09 June 2022 15:12  
**To:** [REDACTED]@brent.gov.uk  
**Cc:** [REDACTED]  
**Subject:** LB Brent Monthly Programme Meeting - Actions  
**Attachments:** RE: Church End PCSA; RTBBRF confirmation letter - Brent

Hi All,

As discussed please see the list of actions from this meetings afternoon [REDACTED]  
[REDACTED]

### LB Brent Actions

#### Updates on Schemes due to SOS

\*Please note actions highlighted in red on OPS must be done by COB today and we require the commentary back for [REDACTED] court before COB on Friday.

- [REDACTED]
  - [REDACTED]
  - [REDACTED]
  - [REDACTED]
  - [REDACTED]
- [REDACTED]
  - [REDACTED]
  - [REDACTED]
- [REDACTED]
  - [REDACTED]
  - [REDACTED]
- [REDACTED]
  - [REDACTED]
  - [REDACTED]

- **Brondesbury Road Mental Health Clinic (Kilburn Square)**
  - Please provide detailed explanation as to why this scheme has slipped.
  - Please add a planning submission milestone on OPS.
  - Please submit the scheme on OPS.

- [REDACTED]
  - [REDACTED]
- [REDACTED]
  - [REDACTED]

[REDACTED]

[REDACTED]

Many thanks,

[REDACTED]

Area Manager, North West Area Team  
GREATERLONDONAUTHORITY  
Union Street, London SE1 0LL

[REDACTED]

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[REDACTED] [london.gov.uk](https://www.london.gov.uk)

[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 15 June 2022 15:23  
**To:** [REDACTED]  
**Subject:** RE: LB Brent Monthly Programme Meeting - Actions

Hi [REDACTED]

We have had some feedback from our programme meeting this morning.

Are you free at any point tomorrow to run through some of the comments? If you let me know your availability I will get a invite sent across to you.

Many thanks,

[REDACTED]

[REDACTED]

Area Manager, North West Area Team  
GREATER LONDON AUTHORITY  
Union Street, London SE1 0LL

[REDACTED]

london.gov.uk

[REDACTED] [london.gov.uk](https://www.london.gov.uk)

---

**From:** [REDACTED] <[REDACTED]@brent.gov.uk>  
**Sent:** 13 June 2022 12:12  
**To:** [REDACTED] <[REDACTED]@london.gov.uk>  
**Subject:** RE: LB Brent Monthly Programme Meeting - Actions

Hi [REDACTED]

I had a good one thanks and hope you had a good one too. [REDACTED]

[REDACTED]

I've pasted my replies below for ease of reference.

Thanks

[REDACTED]

---

**From:** [REDACTED] <[REDACTED]@london.gov.uk>  
**Sent:** 13 June 2022 09:49  
**To:** [REDACTED] <[REDACTED]@brent.gov.uk>  
**Subject:** RE: LB Brent Monthly Programme Meeting - Actions

Hi [REDACTED]

I hope you had a lovely weekend?

I was just wondering if you could provide an answer to my highlighted questions below. I need to submit my paper by COB today for our board meeting on Wednesday and need this commentary to be added.

114

[REDACTED] [REDACTED]

\_\_\_\_\_

[london.gov.uk](https://london.gov.uk)

**Sent:** 09 June 2022 15:12

<[REDACTED] [brent.gov.uk](http://brent.gov.uk)>

before COB on Friday.

1. [REDACTED]  
2. [REDACTED]  
3. [REDACTED]  
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7. [REDACTED]  
8. [REDACTED]  
9. [REDACTED]  
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99. [REDACTED]  
100. [REDACTED]

\_\_\_\_\_

[REDACTED]

- **Brondesbury Road Mental Health Clinic (Kilburn Square)**
  - o Please provide detailed explanation as to why this scheme has slipped.
  - o Please add a planning submission milestone on OPS.
  - o Please submit the scheme on OPS.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Many thanks,

[REDACTED]

Area Manager, North West Area Team  
GREATER LONDON AUTHORITY  
Union Street, London SE1 0LL

[REDACTED]

london.gov.uk

[REDACTED] [london.gov.uk](https://www.london.gov.uk)

NHS health information and advice about coronavirus can be found at [nhs.uk/coronavirus](https://www.nhs.uk/coronavirus)

The GLA stands against racism. Black Lives Matter.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

---

**From:** [Redacted] <[Redacted]@london.gov.uk>  
**Sent:** 09 June 2022 15:12  
**To:** [Redacted] <[Redacted]@brent.gov.uk>; [Redacted] <[Redacted]@brent.gov.uk>  
**Cc:** [Redacted] <[Redacted]@brent.gov.uk>; [Redacted] <[Redacted]@london.gov.uk>  
**Subject:** LB Brent Monthly Programme Meeting - Actions

Hi All,

As discussed please see the list of actions from this meetings afternoon. I would appreciate if you can focus on the updates for [Redacted] as a priority. Please give me a call if you have any questions or need to discuss anything.

**LB Brent Actions**

Updates on Schemes due to SOS  
\*Please note actions highlighted in red on OPS must be done by COB today and we require the commentary back for [Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[REDACTED]

[REDACTED]

- **Brondesbury Road Mental Health Clinic (Kilburn Square)**
  - Please provide detailed explanation as to why this scheme has slipped.
  - Please add a planning submission milestone on OPS.
  - Please submit the scheme on OPS.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

From: [REDACTED]  
Sent: 16 June 2022 14:39  
To: [REDACTED]  
Subject: LB Brent Actions - 16/06/2022

Hi [REDACTED]

Thank you for your time this morning. Please see below the list of actions agreed in the meeting, as [REDACTED] said we these schemes have been sitting around on the system for a long time so it would be good if we could have the information as soon as possible to then get everything up to date.

[REDACTED]

[REDACTED]

- **Brondesbury Road Mental Health Clinic (Kilburn Square)**
  - o Please provide detailed explanation as to why this scheme has slipped.
  - o Please add a planning submission milestone on OPS.
  - o Please submit the scheme on OPS.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Let me know if you have any questions.

Many thanks,

[REDACTED]

**From:** [REDACTED]  
**Sent:** 30 June 2022 17:08  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** RE: Kilburn Square - Extra Care Units - P12921 Brondesbury Mental Health Service  
**Attachments:** NEW MCSSH Design and Supporting Statement.xlsx

Hi [REDACTED]  
Thanks for providing the dates I will send out an invite once [REDACTED] has confirmed availability.  
I have discussed the scheme with my colleague from the Specialised and Supported housing team, [REDACTED] (cc'd in).  
[REDACTED] has passed on the questions below and it would be great if you could provide us with the following information ahead of the meeting:

1. Floorplans of the 40 units – We would like to understand the layout of the extra care facility, how the design meets HAPPI standards, what support will be provided on site, what communal facilities there are and the sizes of the flats
2. A completed MCSSH supporting statement (blank copy attached) [Below three redactions = Exemption]
3. A financial viability statement which demonstrates that their funding gap on this scheme is [REDACTED] a unit. I know that on the general needs units for Kilburn Square you have a current grant allocation of [REDACTED] a unit, but you would need to demonstrate why you would require [REDACTED] a unit more to provide the extra care units on this scheme.
4. Information on the wider Kilburn Sq scheme (for context and to better understand the site) – what else is being provided there?

Many thanks,

[REDACTED]  
[REDACTED]  
Area Manager, North West Area Team  
GREATER LONDON AUTHORITY  
Union Street, London SE1 0LL  
[REDACTED]  
london.gov.uk

[REDACTED] [london.gov.uk](https://www.london.gov.uk)

---

**From:** [REDACTED] <[REDACTED]@brent.gov.uk>  
**Sent:** 30 June 2022 15:46  
**To:** [REDACTED] <[REDACTED]@london.gov.uk>  
**Cc:** [REDACTED] <[REDACTED]@brent.gov.uk>; [REDACTED]@brent.gov.uk  
**Subject:** RE: Kilburn Square - Extra Care Units - P12921 Brondesbury Mental Health Service  
Hi [REDACTED]

I am available Monday PM, Tuesday all day and Wednesday AM.

[REDACTED]  
[REDACTED]  
Thanks

[REDACTED]  
Development Manager  
Housing Supply and Partnerships  
Brent Council  
Brent Civic Centre  
Engineers Way  
HA9 0FJ  
[REDACTED]  
[REDACTED]

---

[REDACTED] <[REDACTED]@london.gov.uk>

**Sent:** 30 June 2022 14:59  
**To:** [REDACTED] <[REDACTED]@brent.gov.uk>

Cc: [REDACTED] <[REDACTED]@brent.gov.uk>

**Subject:** RE: Kilburn Square - Extra Care Units - P12921 Brondesbury Mental Health Service

Hi [REDACTED]

I hope your well?

I have spoken with our Care and Supported Housing team re the scheme at South Kilburn. They would like to have a call to discuss the scheme in more detail as well as the other two CASSH schemes, [REDACTED]

Many thanks,

[REDACTED]  
Area Manager, North West Area Team  
GREATERLONDONAUTHORITY  
Union Street, London SE1 0LL

[REDACTED]  
london.gov.uk

[REDACTED]@london.gov.uk

---

**From:** [REDACTED] <[REDACTED]@brent.gov.uk>

**Sent:** 21 June 2022 10:42

**To:** [REDACTED] <[REDACTED]@london.gov.uk>

**Cc:** [REDACTED] <[REDACTED]@brent.gov.uk>

**Subject:** RE: Kilburn Square - Extra Care Units - P12921 Brondesbury Mental Health Service

Hi [REDACTED]

We are looking to carve out 40 units and switch them to Extra Care from the 139 already on OPS under **P12921 Brondesbury Mental Health Service**, part of Kilburn Square Redevelopment.

I haven't seen a separate record for Extra Care units in our current programme, are you able to extract this data from OPS and we can review? Excel format would be great.

Thanks

---

**From:** [REDACTED] <[REDACTED]@london.gov.uk>

**Sent:** 17 June 2022 09:49

**To:** [REDACTED] <[REDACTED]@brent.gov.uk>

**Cc:** [REDACTED] <[REDACTED]@brent.gov.uk>

**Subject:** RE: Kilburn Square - Extra Care Units

Hi [REDACTED]

On the below I have two questions.

1. There is currently a draft bid on the system for a 45 unit extra care scheme at Claire Court (P13752). I just wanted to check that this is a different scheme to the 40 units outlined below at Kilburn Square?
2. On a separate point we are currently going through the steps to complete a grant reclaim on the scheme Knowles House. Brent had drawn down grant for through the care and supported programme and then informed us it was that it was going to be used for general needs as they had just finished a care and supported scheme and there was not the need for it in the borough. Please see attached the notification letter sent to us by Brent.

I wanted to understand how many extra care schemes there are and understand if these are intended to be used for a different client group where there is need in the borough?

Many thanks,

[REDACTED]  
Area Manager, North West Area Team  
GREATERLONDONAUTHORITY  
Union Street, London SE1 0LL

[REDACTED]  
london.gov.uk

[REDACTED]@london.gov.uk

---

**From:** [REDACTED] <[REDACTED]@brent.gov.uk>

**Sent:** 16 June 2022 09:26

**To:** [REDACTED] <[REDACTED]@london.gov.uk>

Cc: [redacted] <[redacted]@brent.gov.uk>

**Subject:** FW: Kilburn Square - Extra Care Units

**Importance:** High

Hi [redacted]

We're checking with the design team to see if we meet criteria for Extra Care Units at this scheme – 40 units out of the 139.

Please check my assessment below and let me know your thoughts.

Let discuss further at our catch up later today.

Thanks

[redacted]  
Development Manager

Housing Supply and Partnerships

Brent Council

Brent Civic Centre

Engineers Way

HA9 0FJ

---

**From:** [redacted] <[redacted]@brent.gov.uk>

**Sent:** 15 June 2022 17:25

**To:** [redacted] <[redacted]@brent.gov.uk>

**Cc:** [redacted] <[redacted]@brent.gov.uk>

**Subject:** FW: Kilburn Square - Extra Care Units

**Importance:** High [

[Redaction = Exemption  
- See cover response]

Hello [redacted]

Please review in context.

The GLA Bid Allocation for the Kilburn Sq. Development, PID 12921, see attached was for 139 GNR units at [redacted]. If Brent want to deliver the Block A as Extra Care for The Over 55 Year old residents, then the 139 units, as drawn by the architects will be processed as follows:

- ☐ 40 Extra Care Plots – subject to Network and BPTW's confirmation that the units are compliant with the appropriate GLA standards.
- ☐ 99 GNR LAR plots.

If you agree with the notion above, then we should instruct Network Homes and BPTW to hold the design as drawn to meet Planning submission target August 2022.

For GLA updates, grant assessment shall be in accordance with Shahan's email below.

Please clarify and instruct.

We look forward to hearing from you.

Regards

[redacted] **MScSurv**

Development Manager

Affordable Housing & Partnerships

**Email:** [redacted]@brent.gov.uk

**London Borough of Brent** | [www.brent.gov.uk](http://www.brent.gov.uk) T: 0208 937 2298

**Twitter** - @Brent\_Housing [https://twitter.com/Brent\\_Housing](https://twitter.com/Brent_Housing)

**Facebook** - brentcouncilhousing <https://www.facebook.com/brentcouncilhousing>

---

**From:** [redacted] <[redacted]@brent.gov.uk>

**Sent:** 15 June 2022 17:09

**To:** [redacted] <[redacted]@brent.gov.uk>

**Subject:** Kilburn Square - Extra Care Units

Hi [redacted]

Please check with Design Team to see if we meet the criteria for a bid with GLA for funding the Extra Care Units separately – link below.

[Redaction = Exemption - see cover response]

Thanks

[REDACTED]  
From: [REDACTED] <[REDACTED]@london.gov.uk>

Sent: 31 May 2022 16:21

To: [REDACTED] <[REDACTED]@brent.gov.uk>

Subject: Brent Updates

Hi [REDACTED]  
The care and supported housing programme funding guidance is set out on our website here (p10):

<https://www.london.gov.uk/sites/default/files/homesforlondoners-affordablehomesprogrammefundingguidance.pdf>.

As I said earlier our next approval meeting is being held on the 15<sup>th</sup> of June so if we can work to get all the updates done by the 10<sup>th</sup> so I then have time to run my reports that would be great.

I will send over a calendar invite for our weekly meetings in due course.

Thanks,

[REDACTED]  
[REDACTED]  
Area Manager, North West Area Team  
GREATERLONDONAUTHORITY  
Union Street, London SE1 0LL

[REDACTED]  
london.gov.uk

[REDACTED]@london.gov.uk

NHS health information and advice about coronavirus can be found at [nhs.uk/coronavirus](https://nhs.uk/coronavirus)

**The GLA stands against racism. Black Lives Matter.**

[REDACTED]

---

**From:** [REDACTED] <[REDACTED]@brent.gov.uk>  
**Sent:** 30 June 2022 11:40  
**To:** [REDACTED]  
**Subject:** RE: LB Brent Actions - 16/06/2022

Thanks [REDACTED] Legal are fairly confident that they can meet the VP date – we only have two leasehold properties to vacate and two tenants, failing that a CPO process can be initiated.  
Kind Regards  
[REDACTED]

---

**From:** [REDACTED] <[REDACTED]@london.gov.uk>  
**Sent:** 29 June 2022 17:22  
**To:** [REDACTED] <[REDACTED]@brent.gov.uk>  
**Subject:** RE: LB Brent Actions - 16/06/2022

Hi [REDACTED]  
Thanks so much for getting back to me so quickly.  
Just on the point around VP I know Brent don't want to use CPO but as a last resort do you have that option for this scheme?  
Thanks,

[REDACTED]  
Area Manager, North West Area Team  
GREATER LONDON AUTHORITY  
Union Street, London SE1 0LL

[REDACTED]  
london.gov.uk  
[london.gov.uk](https://www.london.gov.uk)

---

**From:** [REDACTED] <[REDACTED]@brent.gov.uk>  
**Sent:** 29 June 2022 16:54  
**To:** [REDACTED] <[REDACTED]@london.gov.uk>  
**Subject:** RE: LB Brent Actions - 16/06/2022

Hi [REDACTED]  
I've pasted my replies below for ease of reference.  
Thanks  
[REDACTED]

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**From:** [REDACTED] <[REDACTED]@london.gov.uk>  
**Sent:** 28 June 2022 16:33  
**To:** [REDACTED] <[REDACTED]@brent.gov.uk>  
**Subject:** RE: LB Brent Actions - 16/06/2022

Hi [REDACTED]  
On the below, to ensure there is a strong narrative presented at our review meeting next week I have some additional questions on Windmill court. Please could you provide a detailed response to each question so I can add to my form.  
We have to go to a pre meeting this week so I would appreciate the answers as soon as possible please.



Area Manager, North West Area Team  
GREATER LONDON AUTHORITY  
Union Street, London SE1 0LL

[london.gov.uk](https://www.london.gov.uk)

**Sent:** 21 June 2022 16:30

**Subject:** FW: LB Brent Actions - 16/06/2022

I've pasted my replies below for ease of reference.

- 2

[REDACTED]

**From:** [REDACTED]  
**Sent:** 04 July 2022 17:44  
**To:** [REDACTED]  
**Subject:** RE: AHP  
**Attachments:** Brent Schemes due to SOS .xlsx

Hi [REDACTED]

As discussed today please see attached. If you require any additional information please do let me know.

Many thanks,

[REDACTED]

[REDACTED]

Area Manager, North West Area Team  
GREATER LONDON AUTHORITY  
Union Street, London SE1 0LL

[REDACTED]  
london.gov.uk  
[REDACTED] [london.gov.uk](https://www.london.gov.uk)

---

**From:** [REDACTED] <[REDACTED]@brent.gov.uk>  
**Sent:** 04 July 2022 11:17  
**To:** [REDACTED] <[REDACTED]@london.gov.uk>  
**Subject:** AHP

Hi [REDACTED] Hope all's well, I need to have a quick chat with you about our SHG allocation, can you let me know a time that works for you please. Thanks [REDACTED]

Kind Regards  
[REDACTED] Senior Development Manager Affordable Housing & Partnerships

**Tel:** +44 208 937 1632  
**Email:** [REDACTED] [brent.gov.uk](mailto:[REDACTED]@brent.gov.uk)  
**London Borough of Brent** | [www.brent.gov.uk](https://www.brent.gov.uk)  
**Twitter** - @Brent\_Housing [https://twitter.com/Brent\\_Housing](https://twitter.com/Brent_Housing)  
**Facebook** - brentcouncilhousing <https://www.facebook.com/brentcouncilhousing>

Help shape new rules to tackle anti-social behaviour in your area. [Have your say before Thursday 7 July.](#)

## LB Brent Schemes to SOS

\*Please note this is the approved position from OPS as of 04/07/2022

[illegible]

[REDACTED]

**From:**

[REDACTED]

**Sent:**

11 July 2022 17:02

**To:**

[REDACTED]

**Subject:**

FW: LB Brent - CASSH Scheme Actions

**Attachments:**

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

---

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

---

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 05 July 2022 11:57  
**To:** [REDACTED] <[REDACTED][brent.gov.uk](mailto:[REDACTED]@brent.gov.uk)>  
**Cc:** [REDACTED] Khushal <[REDACTED][@london.gov.uk](mailto:[REDACTED]@london.gov.uk)>; [REDACTED] <[REDACTED][london.gov.uk](mailto:[REDACTED]@london.gov.uk)>  
**Subject:** LB Brent - CASSH Scheme Actions

Hi [REDACTED]

Thank you for your time this morning, please see below the actions following the meeting:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

### 3. Kilburn Square

- ☐ LB Brent to send over, supporting statement, financial viability and floor plans for GLA to make assessment of bid.

Please let me and [REDACTED] know if you require any additional information or have any other questions.

Many thanks,

[REDACTED]

[REDACTED]

Area Manager, North West Area Team  
GREATERLONDONAUTHORITY  
Union Street, London SE1 0LL

[REDACTED]

[london.gov.uk](https://www.london.gov.uk)  
[REDACTED] [london.gov.uk](https://www.london.gov.uk)

**From:** [REDACTED]  
**Sent:** 12 July 2022 09:24  
**To:** [REDACTED]  
**Subject:** RE: Brent Monthly Programme Catch Up - Agenda

Nice one, thanks [REDACTED]

Kind regards,  
[REDACTED]

**Senior Area Manager, North West Area Team, Housing and Land**  
**GREATERLONDONAUTHORITY**  
City Hall, Kamal Chunchie Way, London E16 1ZE  
07514 492 007

**london.gov.uk**

[london.gov.uk](https://www.london.gov.uk)

*My preferred pronouns are* [REDACTED]

---

**From:** [REDACTED] <[REDACTED]@london.gov.uk>  
**Sent:** 12 July 2022 09:20  
**To:** [REDACTED] <[REDACTED]@brent.gov.uk>; [REDACTED] <[REDACTED]@brent.gov.uk>  
**Cc:** [REDACTED] <[REDACTED]@london.gov.uk>  
**Subject:** Brent Monthly Programme Catch Up - Agenda

Hi [REDACTED] and [REDACTED]

We are looking forward to catching up this morning. I have put together short agenda of things to run through, please see below:

- **Scheme Updates:**

project id	Project title
[REDACTED]	[REDACTED]
12921	Brondesbury Road Mental Health Service
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]

**CASSH Schemes: Kilburn Square,**

- **AOB**

Many thanks,

[REDACTED]

[REDACTED] [REDACTED]

Area Manager, North West Area Team  
GREATER**LONDON**AUTHORITY  
Union Street, London SE1 0LL

[REDACTED]

[london.gov.uk](https://www.london.gov.uk)

[REDACTED] [london.gov.uk](https://www.london.gov.uk)



[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 01 August 2022 13:03  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** [REDACTED]

Hi [REDACTED]

The meeting tomorrow morning was organised so we could get an update from yourselves and Network on why both [REDACTED] and Brondesbury / Kilburn Square as I am really concerned that these two schemes seem to be slipping further as suggested by the email chain below.

The current contractual position on OPS for [REDACTED] and Kilburn Square requires these two schemes to start on site by [REDACTED] and September 2022 respectively. From previous discussions we had understood that the start on site for both schemes was delayed until January 2023, but this has not yet been formally agreed as we have been waiting for Brent to send across a clear narrative explaining how you will ensure delivery before March 2021m with interim milestone dates to allow us to monitor progress – without this narrative and a clear path for delivery, the funding is at risk of being withdrawn [REDACTED].

If you can't make a meeting tomorrow, can you propose an alternative time for us to discuss and agree a route forward?

If we don't have any clarity on these schemes before the end of this month then we will need to consider withdrawing the funding as we have been waiting for an update for several months now and it isn't clear whether the homes across these two schemes can start on site before March 2023.

Kind regards,

[REDACTED]

[REDACTED]

**Senior Area Manager, North West Area Team, Housing and Land**  
**GREATERLONDONAUTHORITY**  
City Hall, Kamal Chunchie Way, London E16 1ZE

**[london.gov.uk](https://www.london.gov.uk)**  
[REDACTED] [london.gov.uk](https://www.london.gov.uk)

*My preferred pronouns are* [REDACTED]

\_\_\_\_\_

Hi all,

Thanks for your time this morning to talk through these three schemes. I have summarised my notes below setting out the agreed next steps.

Could you please review and reply to confirm by the end of this week if you agree / disagree with any of my comments or if any further updates that can be included. I have also included a few further questions in [blue](#). There are a few actions that we agreed would be made on OPS, which I have also set out below.

## Kilburn Square / Brondesbury

- The scheme was due to SoS in September 2022, but this has been delayed by a lengthier resident consultation that has now concluded and negotiations with the Tenant Management Organisation.
- Planning – Brent will be submitting the planning permission for this scheme by the middle of August and estimate a 3-month period between submitting and achieving detailed planning on the scheme.
- Procurement – Brent have issued expressions of interest for this scheme. The ITT will be sent out when the planning permission has been granted to allow contractor appointment and start on site by March 2023 – *Question: I am sure that we will get some scrutiny from our AHPR group on why the ITT can't be sent out in tandem to bring the start on site date forward earlier than March. Can you clarify please?*
- Brent have a collaboration agreement with Network on this scheme (along with some of their other larger schemes) which means that Network are running the procurement on behalf of Brent. Network are paid a fee for this work and will not have an interest in the site.

- Vacant possession – [REDACTED]
- There are 40 extra care units on this scheme as well and we will need to present the bid for grant funding on these homes to our AHPR board at the same time as requesting the milestone delays for the main BCHfL project.
- Actions:
  - Brent to review milestones on OPS and update to align with the above as well as including interim dates for the following milestones:
    - Planning submitted
    - EoI issued
    - ITT issued
    - Vacant possession achieved
  - Brent to include a comment when the updated milestones are submitted on OPS to confirm that “Brent accepts that failure to meet any of the milestones as forecasted will result in a review of the delivery prospects of the project which may result withdrawal of allocated funding.”
  - Brent to finalise bid for extra care units and ensure the milestone dates align with the main general need project on OPS

Kind regards,

**Senior Area Manager, North West Area Team, Housing and Land**  
GREATERLONDONAUTHORITY  
City Hall, Kamal Chunchie Way, London E16 1ZE

**From:** [REDACTED]  
**Sent:** 05 August 2022 12:16  
**To:** [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]  
[REDACTED]@brent.gov.uk  
**Cc:** [REDACTED]  
**Subject:** LB Brent Agenda - Quarterly Meeting 2  
**Attachments:** LB Brent Q2 22-23 Programme Report.xlsx; LB Brent Q2 22-23.docx; Quarterly briefing note - Q2 22-23 (2).pdf

Hi All,

Ahead of our quarterly meeting on Monday 15<sup>th</sup> have attached an agenda, please let me know if there is anything else you would like adding. I have also attached is the LB Brent Programme report showing lapsed and forecast milestones, please come prepared to give live updates on these schemes.

Additionally, I have also attached the GLA update for Q2 2022-23 in order to allow you time to review ahead of the meeting and bring any questions you may have.

I look forward to seeing you all on Monday 15<sup>th</sup> .

Many thanks,

[REDACTED]

[REDACTED] [REDACTED]

Area Manager, North West Area Team  
GREATERLONDONAUTHORITY  
Union Street, London SE1 0LL

[REDACTED]

[london.gov.uk](https://www.london.gov.uk)

[REDACTED] [london.gov.uk](https://www.london.gov.uk)

## LB Brent Q2 22-23 Programme Report

[illegible]

**From:** [REDACTED]  
**Sent:** 12 August 2022 15:10  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** RE: LB Brent - Kilburn Square [REDACTED]

Hi [REDACTED]

Thanks very much for coming back to me on the questions raised. All three schemes have been returned to you on OPS and I have updated the commentary below to clarify what I understand the current position / narrative on these schemes are. There are a few final questions in blue, and I am happy to pick these up on a call if easier.

#### **Kilburn Square / Brondesbury**

- The scheme was due to SoS in September 2022, but this has been delayed by a lengthier resident consultation that has now concluded and negotiations with the Tenant Management Organisation.
- Planning – Brent will be submitting the planning permission for this scheme by 22<sup>nd</sup> August and estimate a 3-month period between submitting and achieving detailed planning on the scheme (in November 2022).
- Procurement – Brent have issued expressions of interest for this scheme. The ITT will be sent out on 29<sup>th</sup> August, to allow contractor appointment and start on site by March 2023.
- Brent have a collaboration agreement with Network on this scheme (along with some of their other larger schemes) which means that Network are running the procurement on behalf of Brent. Network are paid a fee for this work and will not have an interest in the site.

[REDACTED]

*Brent to include vacant possession date on OPS as an interim milestone.*

- There are 40 extra care units on this scheme as well and we will need to present the bid for grant funding on these homes to our AHPR board at the same time as requesting the milestone delays for the main BCHfL project. In total the scheme is now delivering 139 homes (99 LAR homes and 40 Extra Care homes).  
*Brent to send across finalised FVA information for the extra care submission to allow this to be reviewed before uploading the request on to OPS.*

[REDACTED]

Kind regards,

[REDACTED]

[REDACTED]

**Senior Area Manager, North West Area Team, Housing and Land**  
GREATERLONDONAUTHORITY  
City Hall, Kamal Chunchie Way, London E16 1ZE  
07514 492 007

**london.gov.uk**

[REDACTED] [london.gov.uk](https://www.london.gov.uk)

*My preferred pronouns are* [REDACTED]

---

**From:** [REDACTED] <[REDACTED]@brent.gov.uk>

**Sent:** 11 August 2022 16:00

**To:** [REDACTED] <[REDACTED]@london.gov.uk>

**Cc:** [REDACTED] <[REDACTED]@london.gov.uk>; [REDACTED] <[REDACTED]@brent.gov.uk>;

[REDACTED] <[REDACTED]@brent.gov.uk>

**Subject:** RE: LB Brent - Kilburn Square / [REDACTED] update

Hi [REDACTED]

Thank you for your email. I've replied below for ease of reference. Would be good to meet (on Teams) and discuss if you have further queries.

Let me know.

Kind Regards

[REDACTED]

Development Manager  
Housing Supply and Partnerships

Brent Council  
Brent Civic Centre  
Engineers Way  
HA9 0FJ

[REDACTED]

---

**From:** [REDACTED] <[REDACTED][london.gov.uk](mailto:[REDACTED]@london.gov.uk)>  
**Sent:** 10 August 2022 08:06  
**To:** [REDACTED] <[REDACTED][brent.gov.uk](mailto:[REDACTED]@brent.gov.uk)>  
**Cc:** [REDACTED] <[REDACTED][london.gov.uk](mailto:[REDACTED]@london.gov.uk)>; [REDACTED] <[REDACTED][brent.gov.uk](mailto:[REDACTED]@brent.gov.uk)>;  
[REDACTED] <[REDACTED][brent.gov.uk](mailto:[REDACTED]@brent.gov.uk)>  
**Subject:** RE: LB Brent - Kilburn Square / [REDACTED] update

Hi [REDACTED]

Thank you very much for your responses below. I have a few follow-up questions which I have included in *[blue italics](#)*.

[REDACTED]



#### Kilburn Square / Brondesbury

- The scheme was due to SoS in September 2022, but this has been delayed by a lengthier resident consultation that has now concluded and negotiations with the Tenant Management Organisation.
- Planning – Brent will be submitting the planning permission for this scheme by the middle of August and estimate a 3-month period between submitting and achieving detailed planning on the scheme.  
*This doesn't align with the dates on OPS which suggest a 1-month planning period, can you review and clarify / update please?*

**Please return on OPS and I can update the Planning Permission Date to Nov22.**

- Procurement – Brent have issued expressions of interest for this scheme. The ITT will be sent out when the planning permission ~~has been granted~~ *is submitted* to allow contractor appointment and start on site by March 2023 – *Question: I am sure that we will get some scrutiny from our AHPR group on why the ITT can't be sent out in tandem to bring the start on site date forward earlier than March. Can you clarify please?*  
**We're looking to issue the ITT on 29<sup>th</sup> August, Target Planning App submission is also Aug 22. I'll need to update to 22<sup>th</sup> Aug for Planning App submission on OPS, please return.**  
*I have updated the narrative above to reflect this. The dates on OPS suggest that the ITT will be sent out on 16<sup>th</sup> Aug which doesn't align with your comments – can you clarify / update please?*
- Brent have a collaboration agreement with Network on this scheme (along with some of their other larger schemes) which means that Network are running the procurement on behalf of Brent. Network are paid a fee for this work and will not have an interest in the site.
- Vacant possession – [REDACTED]
- There are 40 extra care units on this scheme as well and we will need to present the bid for grant funding on these homes to our AHPR board at the same time as requesting the milestone delays for the main BCHfL project. *The number of homes has been reduced on OPS from 123 to 99 homes (i.e. 24 less homes) does this mean that there are actually 24 extra care units not 40?*  
**Its 99 LAR Units & 40 Extra Care, total units in the scheme currently is 139.**
- Actions:
  - Brent to review milestones on OPS and update to align with the above as well as including interim dates for the following milestones:
    - Planning submitted
    - EoI issued
    - ITT issued
    - Vacant possession achieved – *please add this date on to OPS.*

Please return on OPS and I'll add.

- Brent to include a comment when the updated milestones are submitted on OPS to confirm that "Brent accepts that failure to meet any of the milestones as forecasted will result in a review of the delivery prospects of the project which may result withdrawal of allocated funding."
- Brent to finalise bid for extra care units and ensure the milestone dates align with the main general need project on OPS. *Can you advise where you are with the extra care submission please? We can't take the request to update the general needs project on OPS until we have agreed the details for the extra care homes too*

I am waiting for Rent and Service charge confirmation before we can finalise the FVA, it should be ready next week.

Kind regards,

Senior Area Manager, North West Area Team, Housing and Land  
GREATER LONDON AUTHORITY  
City Hall, Kamal Chunchie Way, London E16 1ZE

**london.gov.uk**

[london.gov.uk](https://www.london.gov.uk)

*My preferred pronouns are*

---

**From:** <> [brent.gov.uk](mailto:brent.gov.uk)>

**Sent:** 05 August 2022 10:44

**To:** <> [london.gov.uk](mailto:london.gov.uk)>; <> [brent.gov.uk](mailto:brent.gov.uk)>; <> [brent.gov.uk](mailto:brent.gov.uk)>

**Cc:** <> [london.gov.uk](mailto:london.gov.uk)>

**Subject:** RE: LB Brent - Kilburn Square / Clement Close Ph2 and St Raphs update

Hi

Thank you for your email. I've pasted my replies below for ease of reference and will add the action on OPS too.

Let me know if you need anything further.

Kind Regards

Development Manager  
Housing Supply and Partnerships

Brent Council  
Brent Civic Centre  
Engineers Way  
HA9 0FJ

---

**From:** <> [london.gov.uk](mailto:london.gov.uk)>

**Sent:** 02 August 2022 17:00

**To:** <> [brent.gov.uk](mailto:brent.gov.uk)>; <> [brent.gov.uk](mailto:brent.gov.uk)>; <> [brent.gov.uk](mailto:brent.gov.uk)>

**Cc:** <> [london.gov.uk](mailto:london.gov.uk)>

**Subject:** LB Brent - Kilburn Square /

Hi all,

Thanks for your time this morning to talk through these three schemes. I have summarised my notes below setting out the agreed next steps.

Could you please review and reply to confirm by the end of this week if you agree / disagree with any of my comments or if any further updates that can be included. I have also included a few further questions in [blue](#). There are a few actions that we agreed would be made on OPS, which I have also set out below.

#### Kilburn Square / Brondesbury

- The scheme was due to SoS in September 2022, but this has been delayed by a lengthier resident consultation that has now concluded and negotiations with the Tenant Management Organisation.
- Planning – Brent will be submitting the planning permission for this scheme by the middle of August and estimate a 3-month period between submitting and achieving detailed planning on the scheme.
- Procurement – Brent have issued expressions of interest for this scheme. The ITT will be sent out when the planning permission has been granted to allow contractor appointment and start on site by March 2023 – *Question: I am sure that we will get some scrutiny from our AHPR group on why the ITT can't be sent out in tandem to bring the start on site date forward earlier than March. Can you clarify please?*  
**We're looking to issue the ITT on 29<sup>th</sup> August, Target Planning App submission is also Aug 22.**
- Brent have a collaboration agreement with Network on this scheme (along with some of their other larger schemes) which means that Network are running the procurement on behalf of Brent. Network are paid a fee for this work and will not have an interest in the site.
- Vacant possession – [REDACTED]
- There are 40 extra care units on this scheme as well and we will need to present the bid for grant funding on these homes to our AHPR board at the same time as requesting the milestone delays for the main BCHfL project.
- Actions:
  - Brent to review milestones on OPS and update to align with the above as well as including interim dates for the following milestones:
    - 📅 Planning submitted
    - 📅 EoI issued
    - 📅 ITT issued
    - 📅 Vacant possession achieved

- Brent to include a comment when the updated milestones are submitted on OPS to confirm that “Brent accepts that failure to meet any of the milestones as forecasted will result in a review of the delivery prospects of the project which may result withdrawal of allocated funding.”
- Brent to finalise bid for extra care units and ensure the milestone dates align with the main general need project on OPS

[REDACTED]

Kind regards,

[REDACTED]

[REDACTED]

**Senior Area Manager, North West Area Team, Housing and Land**  
GREATERLONDONAUTHORITY  
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*My preferred pronouns are* [REDACTED]

**From:** [REDACTED]  
**Sent:** 06 September 2022 14:33  
**To:** [REDACTED]  
**Cc:** [REDACTED] Khushal; [REDACTED]  
**Subject:** Brent CASSH Meeting 06/09/2022 - Actions

Hi [REDACTED]

Following our meeting this morning I have pulled a list of actions together that we require.

- Please send over the FVA'S for [REDACTED], Kilburn Square and [REDACTED]
- With the FVA'S please provide commentary explain the level of grant requested for each scheme;
- Please provide commentary explaining LB Brent's policy of using LHA rents on its NAIL schemes;
- We require confirmation from LB Brent's Welfare benefits team that the rents and service charge will be covered by housing benefit;
- Please can you also confirm the following for each of the schemes:
  - Weekly rent charge;
  - Weekly service charge ;
  - How much of the service charge will be covered by housing benefit.

Please let [REDACTED] or me know if you have any questions or require any additional information.

Many thanks,

[REDACTED]  
[REDACTED]  
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[REDACTED]

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**From:** [REDACTED]  
**Sent:** 06 September 2022 16:58  
**To:** [REDACTED]  
**Subject:** RE: Introduction meeting  
**Attachments:** LB Brent Q2 22-23 Programme Report.xlsx

Hi [REDACTED]

Great to meet you earlier. As promised, I have attached the report that my colleague [REDACTED] sends out with the Quarterly meeting agendas. The attached sets out the position ahead of our Quarterly 2 meeting on 15<sup>th</sup> August, so there will have been a few changes in the last few weeks but I think the position is mostly unchanged. Let me know if it would be helpful for us to provide an updated report once you're in post.

As discussed, I would be keen to get early sight of any possible changes to Brent's AHP 16-23 programme delivery following your meeting with members on 6<sup>th</sup> October, so once you're in post and have sight of your diary it would be good to get a meeting in our diaries towards the end of that week.

[REDACTED]

Any questions in the meantime then please let me know, otherwise I look forward to catching up again after you formally start on 3<sup>rd</sup> October.

Kind regards,

[REDACTED]

[REDACTED]

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*My preferred pronouns are* [REDACTED]

## **LB Brent Q2 22-23 Programme Report**

[illegible]



[REDACTED]

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**From:** [REDACTED]  
**Sent:** 08 September 2022 17:38  
**To:** [REDACTED] [brent.gov.uk](mailto:brent.gov.uk); [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** Brent September Programme Monthly Meeting  
**Attachments:** LB Brent September Programme Report.xlsx

Hi All,

Ahead of our monthly programme catch up on Monday please see attached a report of list of schemes we will want to run through. We will use this report as an agenda for the meeting and add an AOB at the end to discuss new schemes and any other business.

Looking forward to speak to you on Monday.

Many thanks,

[REDACTED]  
[REDACTED]  
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## **LB Brent September Programme Report**

[illegible]

## [GLA Officer 1 meeting notes]

### 06-Sept-22 Brent CASSH Catch Up

#### Meeting Actions

- Send over FVA's for [REDACTED], Kilburn Square & [REDACTED]

### 15-Aug-22 Quarterly Meeting 2

1. Programme AHP 16-23
- Kilburn Square- Take VP date out and submit new VP date.

### 06- July-22 Brent CASSH Catch Up

#### Kilburn Square

- 40 Extra Care units. Block A standalone block.
- Two stage design process, doing initial design at risk. Detailed design at risk to get a better price back.
- Planning - many preapps.
- Let at LAR.
- [REDACTED] needs to - financial viability report and floor plans. Supporting Statement.

### 26-May-22 Brent Catch-up

#### Brondesbury Road Mental Health/Kilburn Square

Slippage due to tenant disagreement. LB Brent needed to bring local community on board. Different scheme options were put to tenants and then these were put to the council Option A was decided by the council. No detailed design has been done. Increase of Units from 123 to 135. SOS date slipped to Jan 2023. [REDACTED]

### 29-April-22 Programme catch-up with Brent

- **Brondesbury Road (Kilburn Sq)** - waiting for milestone table needs to be added to OPS.

### 05-April-22 Catch up with Brent

For Brondesbury Road/Kilburn Square – LB Brent to provide bespoke milestone, completion of tender, procurement, planning.

### 9-Mar-22 Programme catch-up with Brent

Action: LB Brent to provide updated SOS for rest of the programme updates and critical path to delivery

- Brondesbury Road Mental Health

### 23-Feb- 22 Programme catch-up with Brent

#### Kilburn Square

- SOS in September. Planning has been submitted.

## [GLA Officer 2 meeting notes]

### 6-Sep-22 Catch-up on CASHH schemes

██████████ - Kilburn Square / ██████████ - Brent to provide FVA to show how viability of scheme stacks up and explain why grant is required. Kilburn Square, GLA also need the also responses to the CASHH scheme questionnaire and the supporting statement for the scheme.

### 15-Aug-22 Quarterly Meeting with Brent

- **Brondesbury** - Residents could push back but have reduced scheme and members are clear on how this will move forward and Cllr Knight has written to them. No demolition, so no vacant possession concerns.
- Rents are not just LAR so checking NAIL unit rents to put into the FVA and present the model back to us. Have decided to go for 50:50 general needs older person and adult social care. Hoping to be able to fluctuate the need between older person and adult social care.
- **Action:** Pick up with ██████████ to see if we can build in this flexibility to allow the design as extra care or older persons.

### 2-Aug-22 Catch-up with Brent on Brondesbury

- **Brondesbury / Kilburn Square**
- GLA to take to AHPR to request delay to SoS from Sep-22 to Jan-23 and reduction in extra care units. Narrative needed from Brent to explain the 45 less units as these are being delivered as CASHH.
- Interim milestones are (indicative and TBC):
  - Planning submission - 01/08/22
  - Out to tender - 01/08/22
  - Planning achieved - 31/08/22
  - Tender return - 01/10/22
  - Contractor appointment - 30/12/22
  - SoS - 10/01/23 - ██████████ [exempt]
- Going in for planning in the middle of August, Expressions of interest have been issued to the market. There are 2 tenants on Kilburn Square. Will sign main build contract before March 2023.
- All tenanted properties have been moved out. Property has been identified and will move in. Tenant manage organisation that are paid to manage this scheme, very politically important for this scheme to start asap. Resident consultation for the last 18-months and the TMO which has been submitted.
- Cooperation agreement with Network - Brent have their own procurement team, but can only manage so much so procured Network in 2020 to enter into a collaboration agreement so they can run their procurements using their frameworks. Brent sit in on the meetings. They are paid a fee for this work.
- 40 Extra Care units will be coming forward as well and clarified that this will. Self-contained units with a community room on ground floor.

### 12-July-22 Catch-up with Brent

- **CASSH Schemes:** Kilburn Square, [REDACTED] talked this through with Brent and will follow up by email. Grant rate on extra care units, is based on a 35 year discounted cash flow and have to produce a positive or negative NPV to demonstrate.
- Until Brent let a contract this is based on build cost per square metre. [REDACTED]  
[REDACTED]  
[REDACTED]

## 17-June-22 Notes for Brent Quarterly

- Kilburn Square - going well

## 16-June-22 Catch up with Brent

- Brondesbury dates to be reviewed and commentary provided
  - Extra care units, 139 units but 40 will be extra care units. [REDACTED] will provide details and put in touch with [REDACTED] Just double checking that it meets the criteria.
  - Extra care meeting to be set up next week with [REDACTED]

## 9-June-22 Brent monthly catch-up

- Brondesbury Road Mental Health Clinic (Kilburn Square) - 139 units not 123. Still working on the pre-app discussions. Needs to be submitted on OPS. Submission for planning in July and tender simultaneously so Appointment by the end of the year. Submit project and provide narrative for why it has slipped from Sep-22 to Jan-23. Internal requirements necessitating design change and planning now fixed and planning going in. EoI has already been sent out and will

## 26-May-22 Brent Catch-up

Delivery this year [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED] Biggest schemes are Brondesbury [REDACTED], which both have requests to slip SoS to Jan-23 which GLA will present to our board when we have surety on how Brent will meet this date and agreement on interim milestones to be monitored.

## 13-May-22 Catch-up with Brent

**Kilburn Sq / Brondesbury** - Planning permission submitted July-22 and granted in Aug/Sep-22.

Tender will progress once planning has been submitted. No decant on this scheme. Will then be able to give us comfort and confidence of delivery.

## 9-Mar-22 Programme catch-up with Brent

**Brondesbury Road Mental Health** - to be changed to Kilburn Square. 144 units being designed at the moment, detailed design is being worked up for a planning application in the next 3-months. Not GLA referable and no decants.