

	<b>Officer Key Decision</b>
	<b>Report to the Corporate Director of Neighbourhoods and Regeneration</b>
	<b>Lead Cabinet Member for Regeneration, Property and Planning: Councillor Teo Benea</b>
<b>Authority to Award Contract from a Framework for a Transport/Highways led Multi-disciplinary Consultant Team, Highways/Transport Project Manager/Employers Agent and Cost Consultant Services for the Queens Park Gyratory Project</b>	

<b>Wards Affected:</b>	Queens Park, South Kilburn
<b>Key or Non-Key Decision:</b>	Key Decision
<b>Open or Part/Fully Exempt:</b> <small>(If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)</small>	Part Exempt - Appendix 1 is exempt as it contains the following category of exempt information as specified in Paragraph 3, Schedule 12A of the Local Government Act 1972, namely: "Information relating to the financial or business affairs of any particular person (including the authority holding that information)"
<b>No. of Appendices:</b>	Appendix 01 - Queens Park Highways Project RIBA 3 & 4 Fee Breakdown (exempt) Appendix 02 - Arcadis Social Value Offering Appendix 03 - Queens Park Highways Programme
<b>Background Papers:</b>	None
<b>Contact Officer(s):</b> <small>(Name, Title, Contact Details)</small>	Quinn Greer Senior Project Manager <a href="mailto:Quinn.greer@brent.gov.uk">Quinn.greer@brent.gov.uk</a>  Sharon Mensah Development Manager <a href="mailto:Sharon.mensah@brent.gov.uk">Sharon.mensah@brent.gov.uk</a>

## 1.0 Executive Summary

- 1.1 This report concerns the procurement of a Transport/Highways-led Multidisciplinary Design Team including Highways/Transport Project Manager, Employers Agent and Cost consultant for the Queens Park Highways Project, which is a key infrastructure component of the wider South Kilburn

Regeneration Programme. This report requests authority to award the contract as required by Contract Standing Order 88. This report summarises the process undertaken in procuring the consultant services and recommends to whom the contract should be awarded.

## **2.0 Recommendation(s)**

That the Corporate Director of Neighbourhoods and Regeneration:

- 2.1 Approve the Authority to Award a contract for a Transport/Highways-led Multidisciplinary Design Team including Highways/Transport Project Manager, Employers Agent and Cost consultant for 18 Months in the sum of £494,855 excl VAT (including 10% contingency) to Arcadis Consulting (UK) by way of a direct award from the RM6165 CCS Framework.
- 2.2 Notes the Scope of Services set out in Section 5.0
- 2.3 Approves the pre-tender considerations set out in Section 7.0

## **3.0 Detail**

### **Contribution to Borough Plan Priorities & Strategic Context**

- 3.1 The Queens Park Highways Project is a key infrastructure project of the South Kilburn Regeneration Programme. It focuses on delivering essential improvements to the public highway infrastructure, replacing the existing gyratory with a new signalised junction to enhance safety, connectivity, and long-term sustainability in the area.
- 3.2 The proposed highways project to remove the existing gyratory, introduce a new signalised junction, provide level pedestrian crossings, and add cycle lanes directly supports Brent Borough Plan priorities. By improving road safety and accessibility, the scheme fosters Thriving Communities and a Safer Borough, while promoting active travel through walking and cycling, contributing to A Cleaner, Greener Future and A Healthier Brent.
- 3.3 Enhanced connectivity and public realm improvements will encourage footfall and local business growth, aligning with Prosperity and Stability. Furthermore, safer routes for young people support The Best Start in Life, enabling independent travel and access to education and leisure. This project delivers a sustainable, inclusive, and health-focused transport solution that reflects Brent's commitment to equity and environmental responsibility.

## **4.0 Background**

- 4.1 The Queens Park Cullen House (QPC) site represents a key asset within the South Kilburn Regeneration Programme. Its strategic gateway position,

excellent access to local amenities, and close proximity to Queen's Park Underground Station make it a high-value location for redevelopment.

- 4.2 The QPCH site comprises several parcels, including Cullen House, the Salusbury Road car park, the former Keniston Press site, and the Falcon Public House on Kilburn Lane. A comprehensive redevelopment scheme for these areas received full planning approval in 2012, followed by the decanting of residents and leaseholders.
- 4.3 The proposed highways project includes the demolition of Cullen House and the Falcon Pub, the removal of the existing gyratory and introduction of a new signalised junction, level pedestrian crossings, and reprovision of cycle lanes. The project will enable the redevelopment of the QPC site which will come forward under the Single Delivery Partner (SDP).
- 4.4 The Council requires the provision of a Transport/Highways-led Multidisciplinary Design Team, Highways/Transport Project Manager/Employers Agent and Cost consultant for the Queens Park Highways Project. Officers have reviewed a range of procurement options and have determined that the use of a framework is the most appropriate and cost-effective means of procuring a contractor.
- 4.5 The Council have secured funding through the Housing Infrastructure Fund (HIF) to support the delivery of highways works through the amended agreement requiring the Council to achieve start on site by March 2026 (the "Start of Site"). In November 2025, Officers submitted a request for extension to GLA to extend the funding longstop date from March 2026 to March 2028, and extend the funding back stop date from March 2027 to March 2028. The request for extension and alignment of the longstop and backstop dates to March 2028 reflects the impact of procedural and governance delays encountered in obtaining approval for the amended funding agreement on the delivery programme. The requested extension will allow sufficient time to complete the project effectively, maintain compliance with funding conditions, and ensure best value outcomes for stakeholders.
- 4.6 An Expression of Interest from suppliers was sought through the CCS Framework for the provision for a Transport/Highways-led Multidisciplinary Team, Transport/Highways Project Manager and cost consultant to review and develop the severely outdated plans and information. Following the EOI, Arcadis were appointed for a two-week sprint exercise to refine the scope of services and programme for demolition and highway works. Arcadis Consulting (UK) Ltd had identified seven priority surveys which are currently in progress to ensure the Council can achieve the Start on Site for Q1 2026/27 as outlined in the request for extension to GLA.
- 4.7 The programme timeline and progress has been impacted due to the time it has taken to agree the amendments to the HIF funding agreement with GLA and MHCLG. To mitigate programme risk including further delays and potential loss

of funding, alternative procurement routes such as conducting a mini competition have been discounted. These factors have resulted to the preference to directly award under the CCS Framework.

- 4.8 Officers have considered whether a Transport/Highways-led Multidisciplinary Design Team, Highways/Transport Project Manager/Employers Agent and Cost consultant for the Queens Park Highways Project can be provided internally by the Council itself but concluded that the consultant services are best provided by an external contractor due to staffing capacity and resourcing. Officers have reviewed a range of procurement options including open tender, alternative frameworks, and have determined that the use of a framework is the most appropriate and cost-effective means of procuring a contractor.
- 4.9 Officers have undertaken a procurement exercise from the Lot 1 of the Construction Professional Services (CPS) RM6165 as part of the CCS Framework (the “Framework”) as detailed above. During that process, Officers have identified a contractor who has provided the most advantageous tender to the Council, in accordance with framework guidance. Therefore, Officers recommend award of a contract for a Transport/Highways-led Multidisciplinary Design Team, Highways/Transport Project Manager/Employers Agent and Cost consultant for the Queens Park Highways Project (the “Contract”).

## **5.0 Scope of Services**

- 5.1 The Council proposes to appoint Arcadis Consulting (UK) a Transport/Highways-led multidisciplinary design team, led by an experienced Highways/Transport Project Manager acting as Employer’s Agent, supported by an integrated Cost Consultant, to deliver the Queens Park Highways Project and associated demolition works.
- 5.2 The appointment will be made under a single consolidated fee covering RIBA Stage 3 (Spatial Coordination) and RIBA Stage 4 (Technical Design) for the highways scheme, together with demolition tender preparation support and post-award demolition contract management in readiness for the Highways works. The services will be delivered in line with the approved project programme and the Council’s governance and assurance requirements.
- 5.3 The project will be led by a specialist client-facing Highways/Transport Project Manager, responsible for overall coordination, programme control, governance, and reporting throughout RIBA Stages 3 and 4. The Highways/Transport Project Manager will manage the multidisciplinary design team, coordinate interfaces with statutory stakeholders (including TfL and neighbouring highway authorities), and ensure that cost, programme, risk, and quality objectives are achieved. The appointment of a specialist highways/transport project manager provides Brent Council with informed technical leadership and independent challenge, including the interrogation of highway and transport designs, programmes, risks and interfaces on the Council’s behalf, strengthening

assurance, compliance and value for money throughout project delivery.

- 5.4 For the demolition works, the Highways/Transport Project Manager will also act as Employer's Agent, administering the demolition contract on behalf of the Council and providing a single point of accountability for both design and demolition activities.
- 5.5 The scope includes full support to the Council for the procurement of demolition and highway works, and delivery of the planned demolition works. This comprises preparation of tender documentation, tender evaluation and recommendation for the demolition and highways contract, and Employers Agent Services for the administration of the demolition contract, the consultant will manage contractor communications, agree meeting structures, monitor progress on site, manage change control and instructions, and report regularly to the Council on programme, cost, risk, and performance.
- 5.6 Specialist programme input will be provided to review contractor programmes, assess programme impacts arising from variations or compensation events, and support informed decision-making.
- 5.7 An integrated Cost Consultant/Quantity Surveyor will provide commercial and cost management services across both the highways design stages and the demolition works. For RIBA Stages 3 and 4, this includes development and maintenance of the cost plan, cashflow forecasting, value engineering, and regular cost reporting.
- 5.8 For the demolition contract, the Cost Consultant will undertake interim valuations, payment certification, review of variations and compensation events, and support the agreement of the final account, ensuring robust commercial control and budget assurance throughout.
- 5.9 The appointment includes the role of Principal Designer under the Construction (Design and Management) Regulations 2015. The Principal Designer will plan, manage and monitor health and safety during the pre-construction phase, coordinate design risk management across the multidisciplinary team, maintain the designers' risk register, and support the preparation, maintenance, and handover of the Health and Safety File.
- 5.10 As part of the Transport-led scope, specialist junction design and traffic modelling services will be provided to develop and optimise the proposed junction arrangements. This includes traffic data analysis, base and proposed modelling, swept path analysis, option development, and operational assessment. The team will lead engagement with Transport for London and manage the London Modelling and Approval Process (LMAP) through to approval.

- 5.11 The multidisciplinary team will deliver fully coordinated highways design services through RIBA Stages 3 and 4. This includes the design of carriageways, pavements, kerbs, drainage and SuDS, street lighting, signs and road markings, utilities coordination, and 3D modelling. The outputs will comprise drawings, specifications, BIM models, design reports, and support to Road Safety Audits and statutory approvals, culminating in a complete technical design suitable for construction and tender.
- 5.12 The Transport/Highways-led multidisciplinary team, Transport/Highways Project Manager/Employer's Agent, and Cost Consultant will operate as a single integrated team, providing the Council with clear accountability, reduced interface risk, and a coordinated approach to design, demolition, cost, safety, and programme management.
- 5.13 Arcadis Consulting (UK) have provided a Social Value offer which is closely aligned with Brent Council's Borough Plan and wider corporate priorities, with a strong focus on improving life chances, supporting inclusive economic growth, enhancing health and wellbeing, and delivering a cleaner, greener borough. Through a place-based approach, Arcadis will deliver targeted STEM engagement in local schools to raise aspirations among young people, employability and careers support for unemployed and under-represented groups, and skills development opportunities including a staff secondment to build capacity within the Council. In addition, Arcadis will support environmental and wellbeing outcomes through staff volunteering initiatives that enhance local parks and green spaces. Delivery will be overseen through a jointly agreed Social Value Delivery Plan and monitored using a recognised reporting platform, ensuring measurable, transparent outcomes that directly support Brent's strategic objectives.

## **6.0 The Procurement Process**

- 6.1 The Contract will be called off from the Framework, using the form of award and standard call off terms and conditions prescribed under the Framework with minor amendments.
- 6.2 The Framework permits award by way of a further competition and by way of direct award and sets out rules for the identification of the most economically advantageous contractor under both procedures. Officers consider that identification of the most economically advantageous contractor using the Framework's direct award procedure is most appropriate for the procurement of the Contract as the critical programme constraints required to secure HIF funding. While a full procurement route was explored, the timescales associated with undertaking a mini-competition would not have enabled the Council to achieve the Start on Site in Q1 2026/27. Failure to meet this milestone would place the project at significant risk and could result in the loss of the £4.4 million HIF grant funding. Further the Expression of Interest was able to showcase that

the pool of suppliers for this procurement is quite limited and a mini-competition would not be advantageous to the Council.

6.3 Following an initial scoping exercise, review and negotiation, Arcadis Consulting (UK) Ltd have prepared a tender, programme, fee and resources schedule for Transport/Highways-led Multidisciplinary Design Team, Highways/Transport Project Manager/Employers Agent and Cost Consultant services. Officers have reviewed the submission in compliance with framework guidance for direct awards. Officers have identified Arcadis Consulting (UK) Ltd as the most economically advantageous contractor under Lot 1 of the Construction Professional Services (CPS) RM165. The proposed Contract is for 18 Months in the sum of £494,855 excl VAT.

6.4 The contract will commence on 9 February 2026, subject to call-in. Arcadis have provided the fee breakdown seen in Appendix 1.

## 7.0 Pre-tender Considerations

7.1 The pre-tender considerations relevant to the Contract are as follows:

Ref.	Requirement	Response	
(i)	The nature of the Goods / Services / Works.	As detailed above in paragraphs 5.0-5.13	
(ii)	The value.	£494,855 exc VAT (Including expenses and 10% Contingency)	
(iii)	The contract term.	18 Months	
(iv)	The tender procedure to be adopted.	Direct Award from a Framework	
(v)	The procurement timetable.	Stage in Procurement	Indicative dates
		Invited Bid	N/A Direct Award through Framework
		Checking Bid	N/A Direct Award through Framework
		Contract start date	
(vi)	The evaluation criteria and process.	N/A – Direct Award	
(vii)	Any business risks associated	No specific business risks are considered to be associated with entering into the Contract.	

Ref.	Requirement	Response
	with entering the contract.	
(viii)	The Council's Best Value duties.	For the reasons set out in Section 3, it is considered that Direct Award will result in the Council achieving best value.
(ix)	Consideration of Public Services (Social Value) Act 2012	Officers have had regard to the Public Services (Social Value) Act 2012 and have confirmed appropriate Social Value benchmarks will be met.
(x)	Any staffing implications, including TUPE and pensions.	There are no implications for Council staff arising from the procurement.
(xi)	The relevant financial, legal and other considerations.	Financial – See Financial Considerations at Section 5.
		Legal – See Legal Consideration at Section 6.
		Other – N/A
(xii)	Sustainability	Given the nature and value of the Contract, it is not possible to include specific sustainability requirements.
(xiii)	Key Performance Indicators / Outcomes	Appropriate Key Performance Indicators / Outcomes will be included in the Contract.
(xiv)	Policy requirements including the National Procurement Policy Statement; prompt payment; London Living Wage; modern slavery; and carbon reduction	<p>The potential supplier will be required to provide Services in accordance with all relevant policy requirements, to include those detailed in the National Procurement Policy Statement, to comply with a 30 day payment requirement, to provide evidence of wage compliance, evidence due diligence in supply chain (including modern slavery) and provide report on carbon emission and sustainability initiatives during contract delivery.</p> <p>The Contract will require the payment of the London Living Wage</p>
(xv)	Sharing information to	All relevant policies and information will be shared with the potential supplier during the procurement process.

Ref.	Requirement	Response
	allow understanding of the Council's procurement policies and decisions	
(xvi)	Steps undertaken to remove or reduce barriers for SME participation in the procurement	Officers have considered whether any steps can be taken to remove or reduce barriers for SME participation in the procurement. It is considered that the procurement process recommended is appropriate for Services required and upholds the principles of equal treatment, transparency, and non-discrimination.
(xvii)	Contract Management	A contract manager will be appointed and appropriate contract management provisions will be included in the Contract.

## 8.0 Stakeholder and ward member consultation and engagement

8.1 As part of the appointment Arcadis Consulting (UK) alongside Brent will undertake consultation with stakeholders in developing the proposals and recommendations (both statutory and non-statutory) along with the engagement of ward members (where relevant).

## 9.0 Financial Considerations

9.1 Part 3 of the Council's Constitution states that the Corporate Director of Neighbourhoods and Regeneration has delegated authority to approve the award of contracts for services valued at less than £2 million. The estimated value of the Contract is £494,855 excl VAT, which is under this threshold.

9.2 The contract amount is £494,855 excluding VAT and including 10% contingency. There is sufficient budgetary provision for the contract because it will be funded from Queens Park Gyratory capital project budget. Cabinet agreed in October 2025 to apply £4.4m Housing Infrastructure Funding grant from the Greater London Authority to the Queen's Park Gyratory capital budget.

9.3 The consultant services for the scoping, procurement, and commissioning of demolition and highways surveys are valid capital spend because they are necessary costs to improve the public highways infrastructure. The works will be treated as assets under construction until they are complete and a new infrastructure asset will be created.

## 10.0 Legal Considerations

- 10.1 Officers recommend the use of the Framework to procure the Services. This Framework was procured prior to 24 February 2025 in accordance with the Public Contracts Regulations 2015 (“PCR 2015”). As a result, the PCR 2015 will govern a call off under the Framework.
- 10.2 The PCR 2015 allow the use of framework agreements and prescribe rules and controls for their procurement. Contracts may then be called off under such framework agreements without the need for them to be separately advertised and procured through a full procurement process. Call offs under the framework agreement need to be carried out in accordance with the framework rules, to include using evaluation criteria specified in the framework agreement and utilising the terms and conditions set out in the framework agreement.
- 10.3 The Council’s Contract Standing Orders state that no formal tendering procedures apply where contracts are called off under a framework agreement established by another contracting authority, where call off under the framework agreement is approved by the relevant Corporate Director or Director and provided that the Corporate Director, Governance has advised that participation in the framework is legally permissible. The Corporate Director, Governance has confirmed that participation in the Framework is legally permissible.
- 10.4 The award of the Contract is subject to the Council’s own Standing Orders in respect of Medium Value Contracts. The Corporate Director has delegated power to award Medium Value Contracts in accordance with paragraph 9.5 of Part 3 of the Constitution.
- 10.5 The decision to award the contract will be subject to call-in as provided for in the Council’s Constitution. As the procurement of the Contract is from a framework, there is no requirement for the Council to observe a 10 day standstill period under the PCR 2015. Subject to no challenge preventing award, Officers will seek to implement the decision to award.

## **11.0 Equity, Diversity & Inclusion (EDI) Considerations**

- 11.1 Pursuant to s149 Equality Act 2010 (the “Public Sector Equality Duty”), the Council must, in the exercise of its functions, have due regard to the need to:
- (a) eliminate discrimination, harassment and victimisation and other conduct prohibited under the Act
  - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and
  - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it,
- 11.2 The Public Sector Equality Duty covers the following nine protected characteristics: age, disability, marriage and civil partnership, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

- 11.3 Having due regard involves the need to enquire into whether and how a proposed decision disproportionately affects people with a protected characteristic and the need to consider taking steps to meet the needs of persons who share a protected characteristic that are different from the needs of persons who do not share it. This includes removing or minimising disadvantages suffered by persons who share a protected characteristic that are connected to that characteristic.
- 11.4 There is no prescribed manner in which the council must exercise its public sector equality duty but having an adequate evidence base for its decision is necessary.
- 11.5 The proposals in this report have been subject to screening and officers believe that there are no adverse equality implications.

## **12.0 Climate Change and Environmental Considerations**

- 12.1 The Council declared a climate and ecological emergency in 2019 and set out to do all in its gift to become carbon neutral on a borough-wide basis by 2030. The Council has also embarked on a pioneering 'Green Neighbourhoods' programme as one of the key focal points of its 2022-24 Delivery Plan, of which South Kilburn was selected as a 'development-led' Green Neighbourhood, and carried over into the 2024-26 Delivery Plan.
- 12.2 The HIF funding will be used to secure proposed improvements including: site clearance and enabling and infrastructure works, stopping up of the new gyratory, new raised table pedestrian crossings, widened carriageway with existing cycleway re-provided on street, new signalled junctions with pedestrian crossing and tactile pavers. The proposals will improve the walking and cycling provisions around the junction, and improvements to the vehicular environment will also improve road safety. The proposals also improve connection to local transport infrastructure in the area.
- 12.3 The proposal is therefore deemed to be alignment with the council's broader and interlined environmental sustainability strategies such as the Long-Term Transport Strategy, Active Travel Implementation Plan and theme 2 of the council's Climate and Ecological Emergency Strategy – Sustainable Travel.
- 12.4 Officers should be mindful of the Council's existing climate emergency commitments, and any future course of action should seek to be as environmentally sustainable as possible and seek to minimise emissions or any detrimental environmental impact. Officers should consider and consult with contractors on best practice minimising environmental impacts within demolition processes. This is especially important given that South Kilburn is a designated green neighbourhood, as mentioned above.

## 13.0 Communication Considerations

13.1 South Kilburn Regeneration programme including the development of the physical proposals of the area has been and will continue to be the subject of extensive consultation and engagement with the community in and around South Kilburn estate. The Council will continue to work with local stakeholders to update the local community and Ward Councillors as each project progresses.

### **Related Documents:**

Queens Park Cullen House Time Extension and Variation to HIF Funding Agreement (August 2025)

**Report sign off:**

Jehan Weerasinghe  
Corporate Director Neighbourhoods and Regeneration