



Member Major Projects Board

Agenda

Wednesday, 8th October, 2025
at 9.30 am

in the

**Council Chamber, Town Hall and available
for the public to [view on YouTube](#)**



King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX
Telephone: 01553 616200

Tuesday 30th September 2025

Dear Member

Member Major Projects Board

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Wednesday, 8th October, 2025 at 9.30 am** in the **Council Chamber, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ** to discuss the business shown below.

Yours sincerely

Chief Executive

AGENDA

1. Apologies

To receive any apologies of absence.

2. Minutes (Pages 6 - 16)

3. Declaration of Interest (Page 17)

Please indicate if there are any interests which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the Member should withdraw from the room whilst the matter is discussed.

These declarations apply to all Members present, whether the Member is part of the meeting, attending to speak as a local Member on any item or simply observing the meeting from the public seating area.

4. Urgent Business Under Standing Order 7

To consider any business which, by reason of special circumstances, the

Chairman proposed to accept as urgent under Section 100(b)(4)(b) of the Local Government Act 1972

5. Members Present Pursuant To Standing Order 34

Members wishing to speak pursuant to Standing Order 34 should inform the Chairman of their intention to do so and on what items they wish to be heard before the meeting commences. Any Member attending the meeting under Standing Order 34 will only be permitted to speak on those items which have been previously notified to the Chairman

6. Chair's Correspondence

7. Action Log (Page 18)

8. Overview Reports for Projects (Pages 19 - 21)

9. Project Highlight Reports - Q1 2025/26 (Pages 22 - 51)

- P-21.02 EZ NORA Infrastructure
- P-21.05 Florence Fields (Parkway)
- P-21.08 Southend Road
- P-21.09 West Winch Growth Area
- P-21.10b STARS
- P-23.08 Lynnsport 1

10. Major Projects Financial Summary 2025 - 2026 Q1 (Page 52)

11. OMPB Minutes (For Information) (Pages 53 - 54)

12. Date of Next Meeting

10th November 2025 at 9:30am in the Council Chamber, Town Hall.

To:

Member Major Projects Board: A Beales, R Blunt, D Heneghan, B Long, J Moriarty, C Morley and S Ring

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

MEMBER MAJOR PROJECTS BOARD

Minutes from the Meeting of the Member Major Projects Board held on Monday, 12th May, 2025 at 9.30 am in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ

PRESENT: Councillor A Beales (Chair), R Blunt, A Kemp, B Long, C Morley, S Ring (Vice-Chair) and Ware

1 **APOLOGIES**

An apology of absence was received from Councillor J Moriarty.

2 **MINUTES**

Councillor Beales commented regarding Councillor Blunt's previous query on whether it was the Borough Council or Norfolk County Council who would be the planning authority for the STARS scheme and confirmed that Officers have not yet confirmed this.

RESOLVED: The minutes from the previous meeting were agreed as a correct record.

3 **DECLARATION OF INTEREST**

There were no declarations of interest.

4 **URGENT BUSINESS UNDER STANDING ORDER 7**

There was no urgent business under Standing Order 7.

5 **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

Councillor A Kemp and Councillor A Ware were present under Standing Order 34.

6 **CHAIR'S CORRESPONDENCE**

There was none.

7 **STANDING ITEM: ACTION LOG**

Councillor Morley asked if there was any progress on the lease of the Custom House. Councillor Ring advised he would raise this with the Interim Assistant Director for Property and Projects.

The Board had no further comments or questions on the Action Log

8

**STANDING ITEM: PROJECT HIGHLIGHTS REPORT
INCLUDING THE OVERVIEW REPORT**

[Click here to view the recording of the item on YouTube.](#)

EZ NORA Infrastructure

The Assistant Director for Regeneration, Housing and Place highlighted to Board a significant overspend from Norfolk County Council. He added most of the work was completed however minor works were outstanding.

Councillor Ring sought clarification on the travel hub to be built as planned.

The Assistant Director for Regeneration, Housing and Place confirmed the final report had not yet been received however it was positive as there was concern this aspect of the project was jeopardized.

Councillor Ring questioned further if the active travel hub was to go ahead, would this fit the Neighbourhood Board time frames for spending.

The Assistant Director for Regeneration, Housing and Place confirmed it would fit the time frame and requirements of the Neighbourhood Board to be in contract by March 2026, not to have spent the money by this date. He added the timeline was tight and therefore a risk.

Councillor Long raised a concern of the access road being gated and questioned if there were any future plans for this to be opened to allow access for fire emergency vehicles to access Nar Ouse Way and the A47.

The Assistant Director for Regeneration, Housing and Place advised he was unable to confirm but would raise with Norfolk County Council.

Under Standing Order 34, Councillor Kemp commented discussions had been had regarding this matter and added this would be useful for fire emergency vehicles.

Parkway (Florence Fields)

The Assistant Director for Regeneration, Housing and Place advised there had been good progress however sales slower than anticipated. He advised arrangements were being reviewed and housing research had been conducted to identify prospective purchasers.

The Chair, Councillor Beales highlighted site progress was going well. The deputy mayor had recently undertaken a site visit who was particularly interested in the environmental aspects. The Chair confirmed that a site visit for members would be arranged and mentioned that the show home showed the modern construction methods in use, in clear and easy to understand detail. He referenced the projected 55% saving in energy costs. He brought to the Board's attention work going on to enable information to be more accessible to members without compromising commercial sensitivity.

Councillor Ring commented the housing research reinforced the reason for building the developments and who the interested and prospective purchasers are.

The Chair, Councillor Beales highlighted a report was to go to the Corporate Performance Panel to provide an overview of the major housing programme.

In response to Councillor Kemp the Chair, Councillor Beales confirmed the technical risks had been resolved and outlined that works in connected with the attenuation tanks were progressing well.

Councillor Morley commented that overall the major housing programme was on target with the budget. The Chair, Councillor Beales agreed there was realistic forecasting.

Southend Road

The Assistant Director for Regeneration, Housing and Place advised the Board, the project was near completion however the project had exceeded the target completion date with Homes England. He explained there was a review on the how to approach the sales strategy and there was an exempt cabinet member delegated decision covering this.

The Chair, Councillor Beales asked if a site visit for all members could be arranged and for this to be a multisite tour.

West Winch Growth Area

The Assistant Director for Regeneration, Housing and Place highlighted that members would have seen the recent news confirming the outline business case funding from the Department for Transport. He mentioned issues with staffing capacity and an internal accounting anomaly which was being worked through along with ongoing matters as part of the project.

Councillor Morley sought clarification on the delay in the cooperation agreement and whether the deadline set by planning committee had been met. The Assistant Director for Regeneration, Housing and Place advised he was unable to provide an update on the agreement.

The Chair, Councillor Beales commented work was ongoing and provided positive reassurance to members.

Councillor Blunt commented it was a concern for planning committee if this was not going to be completed within the six weeks deadline.

Under Standing Order 34, Councillor Kemp sought clarification if more funding was needed following funding from Homes England and the local contribution. She commented she was concerned about active travel.

The Assistant Director for Regeneration, Housing and Place commented the funding needed to be understood and Officers were working with Norfolk County Council to look at an additional scheme which was different to the Section 106 agreement.

Southgates Place Making/ STARS

The Assistant Director for Regeneration, Housing and Place brought to the attention of the Board the delay with the transport element and delay in the submission of the outline business case from Norfolk County Council due to a funding gap. He advised the project had been paused whilst waiting for Norfolk County Council's intention are going forward.

Councillor Long questioned if this was to be delayed then it was sensible to find a way for the existing area to be tidied up and maintained, specifically the boards/flyposters put up, as this area was owned by the Council.

The Assistant Director for Regeneration, Housing and Place commented there was a fundamental decision required about the business case for STARS which needed to be submitted. He explained the levelling up funding needed to be considered if that was to be used to complete the gyratory element of the scheme with expanded interventions and he confirmed that alternative funding programmes were being considered. He commented what can be delivered needed to be considered from a planning perspective and that needs to take into account environmental improvements.

Councillor Long echoed his previous comments that the area needed to be tidied to improve that access route into the town.

The Chair, Councillor Beales commented Norfolk County Council were not going to fund the gap and therefore the plan needed to be revisited. He added the car garage needed to be demolished and that he was asking officers to look into whether the park can be opened up.

Under Standing Order 34, Councillor Kemp questioned if the project needed to be reviewed to determine what was to be achieved because

an increase in active travel should be a focus. She questioned if there was to be green space to compensate the removal of the park.

The Chair, Councillor Beales responded to Councillor Kemp and reiterated the current proposed scheme would not happen due to the funding gap.

Councillor Morley commented the project scope needed to be recast to reflect aspirations the Borough Council have, and that Norfolk County Council's positioning needed to be reflected in the reporting.

The Chair, Councillor Beales added officers were in communication with Norfolk County Council and await their decision made by Members.

Councillor Morley supported Councillor Long comments and suggested the risk rating be changed from amber to red.

In response to Councillor Kemp the Chair, Councillor Beales confirmed there was a constant thread of conversations being had to improve active travel.

ACC

The Assistant Director for Regeneration, Housing and Place referred to the LCWIP progressing and active travel hubs which were proposed to be located at Baker Lane and on the Enterprise Park.

In response to Councillor Morley, the Assistant Director for Regeneration, Housing and Place confirmed a report was expected imminently.

The Chair, Councillor Beales sought clarification on the progress with Baker Lane.

The Assistant Director for Regeneration, Housing and Place explained both projects would be run together.

The Chair, Councillor Beales raised concern on the impact of Baker Lane travel hub if the Enterprise Park travel hub was not delivered.

The Assistant Director for Regeneration, Housing and Place confirmed there had been discussions on the sites and would ensure a plan B was in place to ensure Baker Lane was delivered if the hub on the Enterprise Park was not.

Under Standing Order 34, Councillor Kemp sought clarification in the funding used to remove the contamination at the enterprise park.

The Chair, Councillor Beales advised a re-mediation statement was awaited to help determine the funding for the hub on the Enterprise Park.

The Assistant Director for Regeneration, Housing and Place commented there were concerns the project costs would be high and therefore not deliverable, however further details were awaited.

Councillor Morley commented a re-analysis should be done to identify if this project was still a requirement for the Borough and if the funding should be reallocated.

The Chair, Councillor Beales advised active travel hubs were identified as a key requirement by the Neighbourhood Board. He commented the question had been raised with reallocating the funds if the project was not deliverable. He explained the importance of understanding the difference between the Borough Council and the Neighbourhood Board.

Councillor Morley sought clarification in the accountable body if the project was not delivered.

The Programme Management Office Manager provided assurance; a report was planned to be presented to the Neighbourhood Board at the end of May following which the Board would decide the way forward. If there was a change in scope a project adjustment request would follow.

Riverfront

The Assistant Director for Regeneration, Housing and Place highlighted there was progress with the Custom House following completion of a new business plan. He advised the new business plan included installation of a platform lift and accessible toilets and the ambition was to have an iconic and purposeful building. He added that the Neighbourhood Board had decided the Devil's Alley aspect would be continued under alternative funding programmes and wanted to re-look at a less construction orientated design.

In response to Councillor Morley, the Programme Management Office Manager explained the evolution of the governance around the former town deal board/ town board now the Neighbourhood Board which outlined two levels of project adjustment request – one at ministerial level and one locally determined.

The Chair, Councillor Beales commented that with new funding programmes there was particular focus on projects which were already started, to be finished. He added there was minimal intervention to an iconic building such as the Custom House and that he believed Devil's Alley needed to be a green space and a clean air area for the public.

Councillor Long echoed his previous comments on Southgates with Devil's Alley which needed to be tidied and maintained.

Rail to River

The Assistant Director for Regeneration, Housing and Place advised the Board of positive progress including 14 trees and bespoke planters on Purfleet Street and New Conduit Street. He highlighted the two pop up shops had opened and a positive list of businesses interested. He advised of operational issues with the arch which were outstanding.

Councillor Long referred to the fire of a nearby building to the pop-up shops resulting in scaffolding. He provided a consideration would be to relocate the pop-up shops whilst the work and scaffolding was ongoing to the adjacent building.

The Chair, Councillor Beales advised the pop-up units were unable to be moved due to the service connections.

Under Standing Order 34 Cllr Kemp sought clarification on the available space for maritime history displays in the Custom House. She raised concern sight was not lost on the recreation of history.

The Chair, Councillor Beales commented the Borough Council owned art relating to history and it was being considered how this would be best presented.

MUCH

The Assistant Director for Regeneration, Housing and Place outlined that progress continued, and the project was on track to achieve the target date to open in Autumn 2025. He highlighted to the Board there were issues with changes in the levels outside the main entrance which Officers were working on, alongside Norfolk County Council. He added that UK Shared Prosperity Funding was used to resolve this issue.

The Board had no questions or comments on this project.

Lynnsport 1

The Assistant Director for Regeneration, Housing and Place advised this project was still early on and the development consisted of 96 units.

The Chair, Councillor Beales commented it was a nice site and encouraged members to visit when this was arranged. He added there were extra trees to be planted, and some properties will overlook the sports fields.

FOCUSED PROJECT PRESENTATION- GUILDHALL

[Click here to view the recording of this item on YouTube.](#)

The Project Officer gave a presentation to the Board on the Guildhall.

The Chair thanked the Project Officer and invited questions and comments from the Board.

Councillor Long referred to the gap between full scheme budget and the funding secured and questioned if the gap was widening or not. He added that he felt some members of the public could not see the benefit of the project yet.

The Chair, Councillor Beales commented the initial budget grew as knowledge has grown about the building. He advised there had been recent additions including the £2 million reallocated from Devil's Alley project.

The Project Officer commented the tender figures are still awaiting therefore the gap could change however the funding which had already been secured remains. He referred to the Cabinet Report from summer 2024 which had identified a £11.3 million shortfall.

Councillor Ring commented that not only cost inflation had applied to this scheme, but the scope and aspirations had inflated too, particularly following discoveries made at the site which had previously not been fully known about. He explained there was movement on the funding gap from the Neighbourhood Board and potential to utilise the future devolution programme. He commented it was difficult to provide the public with information due to the sensitivity but highlighted the historical discoveries made. He added that the building had been at the heart of King's Lynn since 1420 and this project would evolve but it will help to promote the area.

The Assistant Director for Regeneration, Housing and Place understood the frustration with limited detail being shared however this was essential at this stage of the project. He commented work was going to continue beyond the end of the Towns Fund monies; the focus currently is on working with the new charity and looking at funds which had not yet been explored. He also mentioned the Plan for Neighbourhoods fund and the future Norfolk and Suffolk Investment Fund.

Councillor Long thanked Officers and Councillor Ring for the further information and raised concern on the accessibility for deliveries down King's Street once work commences. He commented operational risk needed to be minimised.

The Project Officer advised Officers were aware of challenges that the contractors will have, and the most efficient way of using the space was being considered. He added the contractors would have a management plan which would include operating and loading and access times.

Councillor Morley commented he believed the timescales were optimistic and the project was complex. He commented as the tender process closed; a design would be offered against the RIBA 4 requirements. He added there was currently £10.5 million allocated and further funding was needed.

The Project Officer commented the nature of the project was not underestimated. He explained the project team including the consultant and the procurement team had allocated time to review the responses to the tender. He added the timescales were tight however achievable and deliverable.

Under Standing Order 34, Councillor Kemp sought clarification on the replacement of the riverside restaurant.

The Project Officer highlighted to the Board the importance of hospitality and explained there had been two businesses interested however the time scales did not fit them. He commented on the challenge of finding and engaging with operators to fit into the space.

Under Standing Order 34, Councillor Kemp questioned if the Riverside restaurant was able to be rented, leased or bought. She questioned if this was being delayed because of the major project.

The Project Officer confirmed that currently the site was not compliant in terms of the space and added there would be an extensive update to the fabric of the building in terms of building control.

In response to Councillor Beales question, the Project Officer briefly explained RIBA 4 Stages. He explained, stage 4 was detailed design which included working with the architectural team, stage 3 was proof of concept which was extensive amount of scrutiny by the technical team to develop the concept and ensure deliverability, stage 2 was the concept itself and stage 1 was high level ideas.

The Chair, Councillor Beales sought reassurance there was good engagement with the tender process.

The Project Officer advised there was 28 suitable contractors identified initially, which the procurement team then conducted a review, 5 contractors were shortlisted. He provided assurance the team were trying to get the best deal from the most competent organisation.

The Chair, Councillor Beales asked if the CIO were being provided with updates and asked if Officers had met with the CIO lately.

The Project Officer confirmed the CIO were being kept informed and the project board was held last week and are in regular contact.

The Chair, Councillor Beales sought clarification if the Neighbourhood Board spend from December 2025 to March 2026 was achievable.

The Project Officer confirmed there was a cash flow forecast which demonstrated the spend so far and what the spend would be between now and the end of the project. He added the project will spend £1 million per month and there was £6 million to spend this financial year with £3 million already awarded.

10 **VERBAL UPDATE ON PMO**

[Click here to view the recording of this item on YouTube](#)

The Programme Management Office Manager provided the Board with an update. She advised recruitment was successful and a PMO Officer and PMO Co-Ordinator had been appointed and were in post. She informed the Board that two further PMO Officer roles had been approved as part of the transformation programme.

11 **OFFICER MAJOR PROJECTS BOARD MINUTES (FOR INFORMATION)**

The Board noted the Officer Major Project Board Minutes.

12 **WORK PROGRAMME**

The Programme Management Office Manager highlighted to the Board the Standing Items coming forward as part of the work programme. She advised the Salters Road Presentation would be moved to the September meeting.

The Assistant Director for Regeneration, Housing and Place advised a detailed West Winch update would be given at the September meeting.

Councillor Beales, the Chair commented a STARS update would hopefully be given at the next meeting once a decision had been made by Norfolk County Council. The Chair commented further if there were any updates on projects which needed a deeper dive to put forward as items on the work programme.

13 **DATE OF NEXT MEETING**

8th September 2025, 9:30am in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn.

14

EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That under Section 100(A)(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act.

15

SOUTHEND ROAD

Councillor Ring provided the Board with an update on Southend Road.

The Assistant Director for Housing, Regeneration and Place provided a further update to the Board.

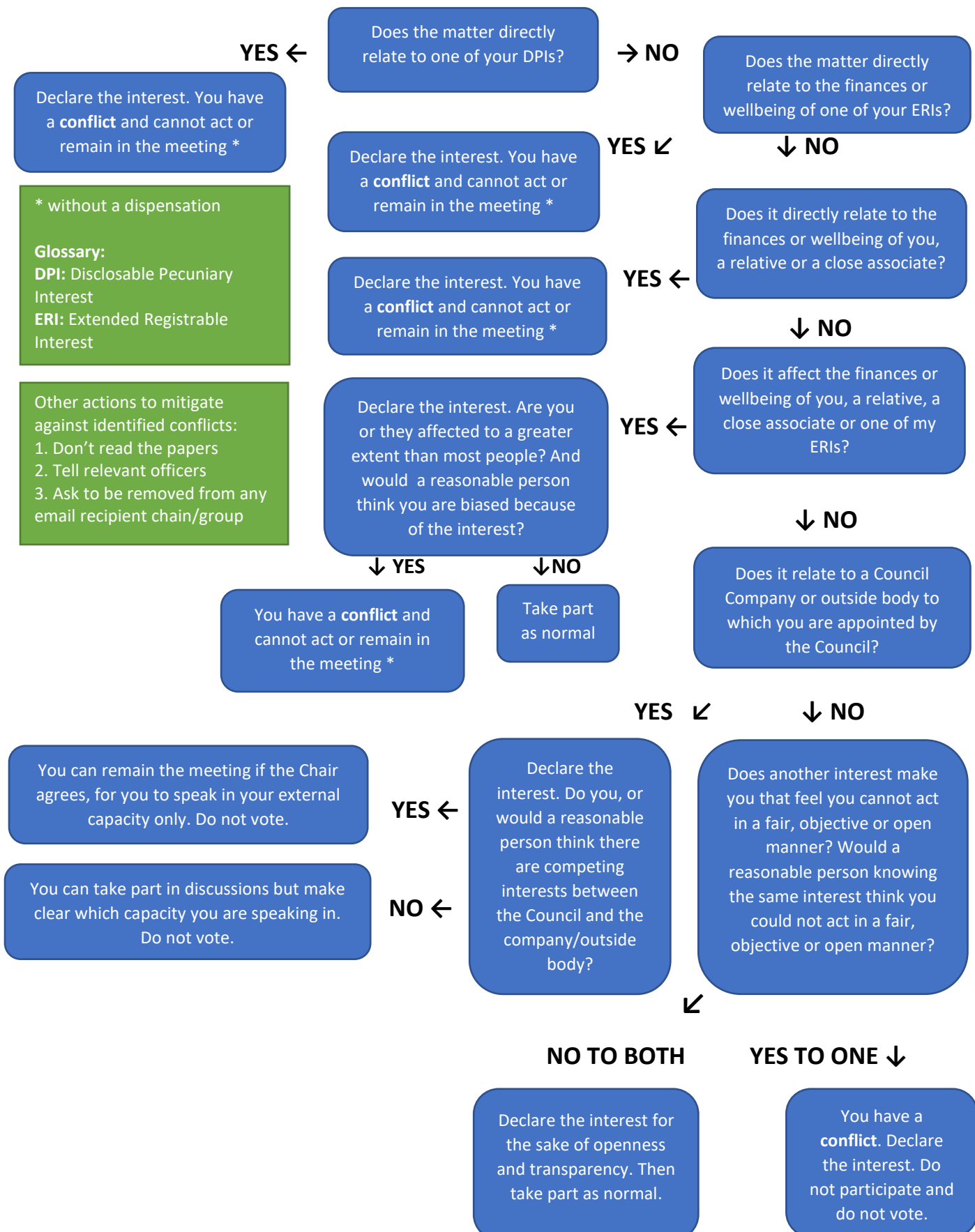
Members of the Board asked questions and made comments on Southend Road.

The meeting closed at 11.48 am

DECLARING AN INTEREST AND MANAGING ANY CONFLICTS FLOWCHART



START



Declare the interest. You have a **conflict** and cannot act or remain in the meeting *

* without a dispensation

Glossary:

DPI: Disclosable Pecuniary Interest

ERI: Extended Registrable Interest

Other actions to mitigate against identified conflicts:

1. Don't read the papers
2. Tell relevant officers
3. Ask to be removed from any email recipient chain/group

Member Major Projects Board
Action Log

This log is intended to capture any questions within MMPB meetings that require more detailed response that cannot be answered within the meeting. It is not intended to duplicate aspects that are captured in the meeting minutes, but rather to provide a mechanism through which, officers can respond to MMPB members in between scheduled MMPB meetings. The log will be published with subsequent meeting papers, for information.

Ref	Raised by	Subject	Query	MMPB meeting	Update	Comment provided by	Completed	Date closed
11	Board	Overview of process and definition of projects	Request for overview of how projects move through the project oversight process, to include a definition of projects that MMPB will oversee	13.12.23	Corporate Leadership Team reviewed first draft of a Project Management Framework on 29.07.2025. Work is continuing, building on recent Association for Project Management (APM) training received.	VAD		
19	Board	Baker Lane Active Travel Hub development and update on ATH for the Enterprise Park	Update on progress requested	12.05.25	Under consideration by King's Lynn Neighbourhood Board. Update to be given at November MMPB meeting.	VAD		

Agenda Item 7

Other Major Projects - as at end Quarter 1 2025/26 (quarterly reporting period)

No.	Heading	Scheme	Brief description	Strategic fit	Cabinet date(s)	BCKLWN Project Sponsor	Main Funding Source	RAG ratings as at end Q1 2025/26 (Definitions shown on Project Highlight reports) Direction of Travel indicated	Overall status commentary
P-21.02	NORA & Enterprise Zone	Road infrastructure and utilities	Development of secondary road infrastructure and services on the Nar Ouse Enterprise Zone	- Helps deliver strategic employment development land - Contractually committed	24-Sep-19	TBC	LEP Funding, Capital Receipts & Borrowing	Overall RAG rating	The overall status is RED • NCC reporting significant overspend due to various reasons including delays caused by AWS, UKPN, Cadent and Phosphor Gypsum removal. • Contractor demobilised from site due to substantial completion of project • Minor works from the infrastructure contract remain outstanding. Outstanding items are largely non-critical with the majority of the Kings Lynn Enterprise Park being accessible following construction of the roads. For example, works that remain outstanding include the removal of the temporary access road installed to facilitate the construction of the Health Hub and the protection slab over the high pressure gas main to provide access to Plot C4.
								R	
P-21.05	Major Housing	Florence Fields, (Parkway) KL	Mixed tenure scheme – 226 dwellings.	- Development partnership with Lovells to deliver 1,000 homes - Corporate Priority to Promote growth and prosperity to benefit West Norfolk	15-Jun-21	Duncan Hall	Capital Receipts & Borrowing	Overall RAG rating	Overall status currently AMBER due to: • Site progressing well. • Works to the wet well complete. • Resources remain suitable for the project. • 3 completed sales – 5 plots reserved but sales pace slower than expected.
								A	
P-21.08	Major Housing	Southend Road, Hunstanton	A block of 32 mixed tenure flats	- Development partnership with Lovells to deliver 1,000 homes - Corporate Priority to Promote growth and prosperity to benefit West Norfolk	16-Mar-21	Duncan Hall	Capital Receipts & Borrowing	Overall RAG rating	Overall Status currently AMBER: • Site works are nearing completion, with final completion expected by July 19, 2025. • The Homes England Completion Target of March 31, 2025, has been successfully reached. • External snagging needs to be finalised. • A report on disposal options has been completed, and a delegated member decision was made to remove restrictions on sale.
								A	
P-21.09	West Winch Growth Area	West Winch	To facilitate and enable delivery of the West Winch Strategic Growth Area to allow up to 4,000 homes and associated infrastructure to be delivered	- This Growth Area is the main allocation for housing in the local plan - To meet priorities housing need, and the objectives of the Norfolk Suffolk Economic Strategy as a Growth Location - Supporting Borough and County economic growth	13-Nov-18	Duncan Hall	Business Rates Pool & Revenue	Overall RAG rating	Overall status is GREEN. • The project areas that the Borough Council are currently leading are now programmed to complete by the end of Q3 2025/2026 financial year. • Project costs are being verified as it is acknowledged that costs have increased and more funding sources are needing to be identified. Financials have been rated as Amber until this is resolved. • Capacity has been rated as Green this period. Whilst there has been an extended period of absence for a key member of staff, additional external resource has been brought in with Norfolk County Council assisting with costs to assist with the land acquisition aspects. • Timelines have been increased to amber due to delays agreeing the Collaboration Agreement.
								G	
P-21.10a	Regeneration	Southgate area - placemaking	To transition the vision set out in the Southgates Masterplan into a delivery plan for the redevelopment of brownfield sites, public realm and landscaping; including further site investigations, viability and cost assessments for remediation and demolition.	- Within the Town Investment Plan (TIP) - Forms Part of HAZ programme - Funding secured for master-planning from Business Rates Pool	15-Jun-21	Duncan Hall	Borrowing	Overall RAG rating	Project is being re-scoped. Please see R & D meeting on the 09.09.25 for up to date information.
P-21.10b	Regeneration	Southgate area - STARS (Sustainable Transport and Regeneration Scheme) NCC led scheme	Provides the transport interventions to support the Southgates Masterplan. Development of Outline Business Case through to construction of Highway, public realm, and active travel enhancements to the Southgates and the Gyratory. Norfolk County Council led scheme.	- Within the Town Investment Plan (TIP) - Levelling Up Funding secured by NCC	15-Jun-21	Duncan Hall		Overall RAG rating	Overall RAG rating is RED. • DfT and MHCLG have confirmed that inflationary increases to the scheme cost should be addressed by de-scoping the scheme. • De-scoping to deliver the Southgates element only is not an option as the economic case would have a poor Value for Money. • However, to maximise our spend of the £24.1m government allocation, NCC Cabinet has agreed to pursue a revised scheme based on the town centre Gyratory one-way system element from the original scheme, but adding additional active travel elements and the Borough Council's Baxter's Plain public realm scheme developed by BDP. • DfT have yet to agree that it would be permissible to add additional elements to the scheme.
								R	
P-23.08	Major Housing	Lynnport 1 (Valentine Park), KL	Development of 96 mixed tenure dwellings on Lynnport 1 site, King's Lynn	- Development partnership with Lovells to deliver 1,000 homes - Corporate Priority to Promote growth and prosperity to benefit West Norfolk	06-Feb-24	Duncan Hall	Capital Receipts & Borrowing	Overall RAG rating	Overall Status is currently RAG rated GREEN. • Whilst some risks have increased, they're yet to be realised and have suitable mitigation in place. • The programme remains within tolerance, with a small delay expected to be recovered due to ground conditions and subcontractor attendance.
								G	

Town Deal projects - as at end June 2025 (monthly reporting period)

No.	Heading	Scheme	Brief description	Strategic fit	Cabinet date(s)	BCKLWN Project Sponsor	Main Funding Source	RAG ratings as at end June 2025 (Definitions shown on Project Highlight reports) Direction of Travel indicated	Overall status commentary
18	Town Deal	St George’s Guildhall & Creative Hub	Redevelopment and refurbishment of St George’s Guildhall; conservation and promotion of KL heritage and culture; boosting skills and supporting new business and creative practice.	- Agreed under the Town Deal with government	24-Aug-21	Duncan Hall	Town Deal Grant	Overall RAG rating	Overall status following agreement to the Project Adjustment Request is AMBER, although the significant gap in funding, and contractor tender pricing should be noted. See comments in Financial Commentary (section 3.3). • RIBA Stage 4 Design – Final stage reports delivered in April. The design team are now finalizing comments or final additional design items ahead of main contract negotiations. Due to additional design requirements some of these items will be delt with post contract • Interpretation Works - Following the submission of PLBs stage 3 report, further design exercise and narrative and technical meetings we have paused this workstream until September 2025 while we review the wider strategy and consider other specialist partners to work alongside PLB to maximize the interpretation design. This is also providing the team with additional time to work on the main tender and get the project into contract. • Decant/ Collections/Storage – A client team only pre-start meeting is being arranged for W/C 21/07/25. In this meeting the team will review what is required to prepare the side for the contractor and what needs to be decanted. • Enabling Works - Final payment issued - work stream closed. • King Street public realm - JCLA has developed the design into the next stage. The meeting with highways was cancelled as the updated design accommodates all the original comments without issue and the rest of the design development was technically focused. Instead, a pack was issued to relevant stakeholders for their detailed review and comment ahead of the final submission. • Pre-Launch BCKLWN/CIO resource review ongoing. Fundraising Consultant £60k revenue secured for 2025/6. ITT issued last period, and responses have now been received. These are currently being moderated ahead of a view to appointing a successful candidate late July. • Turnkey Fit out -. Further AWN meetings (AD’s) and wider team planned to review the latest assumptions and comments received from April Project Board. Headline updates will be shared in due course. • H&S / Insurance. - H&S/CDM/ PD reporting meeting. Howarth Tompkins deliverables tracker and procedures reported in RIBA 4 documents and Tender to ensure compliant scheme delivery. Next meeting planned ahead of contract award. No incidents or near misses were reported by NCL during the enabling works.⌚
									
								A	
									
18	Town Deal	Active & Clean Connectivity	Package of measures to support active & clean connectivity including priority schemes from the Local Cycling & Walking Infrastructure Plan inc Active Travel Hub and Travel Plan Fund.	- Agreed under the Town Deal with government	24-Aug-21	Duncan Hall	Town Deal Grant	Overall RAG rating	Overall RAG rating is AMBER. • Active Travel Hub Enterprise Zone– remains under pressure in terms of timeline. Morgan Sindall appointed to complete next stage of design work to clarify costs (which have risen from initial Business Case submission) and confirm Environment Agency acceptance of design proposals. Update to be taken to August Neighbourhood Board upon completion of next design stage. • LCWIP work continues as planned to complete by end of 2025. • Active Travel Plans - Sustainable Transport campaign led by Norfolk County Council due to run through to early July 2025 to encourage cycling for short journeys in and around King’s Lynn.
									
								A	
									
18	Town Deal	Riverfront Regeneration	Renovation of the Custom House, improvements to King’s Staithe Square, south quay public realm and land surrounding Devils Alley; and provision of dryside facilities.	- Agreed under the Town Deal with government	24-Aug-21	Duncan Hall	Town Deal Grant	Overall RAG rating	Overall Status is AMBER. • The King’s Lynn Neighbourhood Board has agreed to pause the Devil’s Alley element of the project which will now be taken forward under Plan for Neighborhoods funding. • In place of Devils Alley, a change in scope to the project will show how it will progress a core scheme of accessibility interventions at the Custom House which will incur minimal loss of historic fabric. The dry side facility is unaffected by the change in scope and works will go ahead as planned. • A Project Adjustment Request has formalised this change in project scope, outlining the outputs and allocated funding. This will be submitted to MHCLG once the call-in period for the Member delegated decision has ended. £2million will be re-allocated from the Riverfront Regeneration to the St George’s Guildhall and Creative Hub project. Response expected early July. • A revised Business Plan and Economic Case has also been prepared to reflect the change in scope. • A full reprogramming exercise has been carried out to ensure alignment with the funding timeframe. • A full re-costing exercise will take place once design team’s plans are finalised.
									
								A	
									
18	Town Deal	Public Realm – ‘Rail to River’	Improve the perception of the town centre ‘Rail to River’ route to create a distinctive and quality public realm.	- Agreed under the Town Deal with government	24-Aug-21	Duncan Hall	Town Deal Grant	Overall RAG rating	Overall Status currently GREEN. • Businesses have been operating from the Pop Ups since March. • Artwork, seating and wayfinding digital sign installed. • 14 trees and bespoke planters installed on Purfleet Street, New Conduit Street and Broad Street. • The Purfleet Street Arch is now the only outstanding item. Delay initially due to non-delivery from supplier, then fire damage to building on Purfleet Street the arch was planned to be attached to. • Handover to Business as usual for Pop Ups and digital sign.
									
								G	
									

P-21.16	Town Deal	Multi-User Community Hub <i>(accountable body role only)</i>	To create a modern, accessible library, learning, and community hub in the heart of King's Lynn town centre	- Agreed under the Town Deal with government	24-Aug-21	Duncan Hall	Town Deal Grant	Overall RAG rating ↔ G	Overall status is GREEN. • Design: Stage 5 design packages are nearing completion, and public realm design work has started • Schedule: Risk of delay due to inability to finish ground works due to the delay in planning • Site Progress: - Installation of staircases complete - Wayfinding workshops underway Next Steps: • Continuation of hard scaping design work • Installation of glass for the lantern light The proposed hard scaping (public realm improvements) near the site is still under review. Mace has developed a minimal viable solution, currently being costed, to enable the building's completion and interim public opening. This allows King's Lynn Borough Council time to finalise the wider public realm works.
---------	-----------	---	---	--	-----------	-------------	-----------------	---	---

FRAP-
21.02

NORA EZ Infrastructure Project Highlight Report

Project Name:	NORA EZ Infrastructure	Project Manager:	Mark Fuller	Project Sponsor:	TBC	Report covers period of:	Q1 2025-26
Capital Code:	C8501-4	Client Dept:	Property & Projects	Lead Designer:	NCC		
Project Code:	P-21.02	End User (if applicable):	-	Cost Consultant:	NCC		
				Contractor on Site:	Octavius		

Management Summary

	1. Overall Status	2.1 Risks	2.2. Issues	3. Financials	4. Timelines	5. Resources
This Report	R	G	A	R	G	G
Last Report	R	G	A	R	G	G

Project Definition

Project Stage: RIBA Stage 5: Construction

Objectives: Development of secondary road infrastructure and services on the Nar Ouse Enterprise Zone

Scope: Construction of secondary road infrastructure and services on eastern side of Enterprise Zone (excludes western side of site and Active Travel Hub)

1. Overall Status (high-level summary)

The overall status is RED

- NCC reporting significant overspend due to various reasons including delays caused by AWS, UKPN, Cadent and Phosphor Gypsum removal.
- Contractor demobilised from site due to substantial completion of project
- Minor works from the infrastructure contract remain outstanding. Outstanding items are largely non-critical with the majority of the Kings Lynn Enterprise Park being accessible following construction of the roads. For example, works that remain outstanding include the removal of the temporary access road installed to facilitate the construction of the Health Hub and the protection slab over the high pressure gas main to provide access to Plot C4.

1.1 Decisions required by the Officer Major Projects Board

- No decisions required.

1.2 Achievements during this period

- No significant changes to the Q1 highlight report due to ongoing discussions with our Legal advisors. Resolution date to be advised in due course.

2. Risks and Issues

2.1 Key Risks [all red and increasing amber]

A risk is something that may happen

Risk ID (0/22)	Risk Title	Description	RAG Status	Risk Category	Mitigation	Dated Comments
----------------	------------	-------------	------------	---------------	------------	----------------

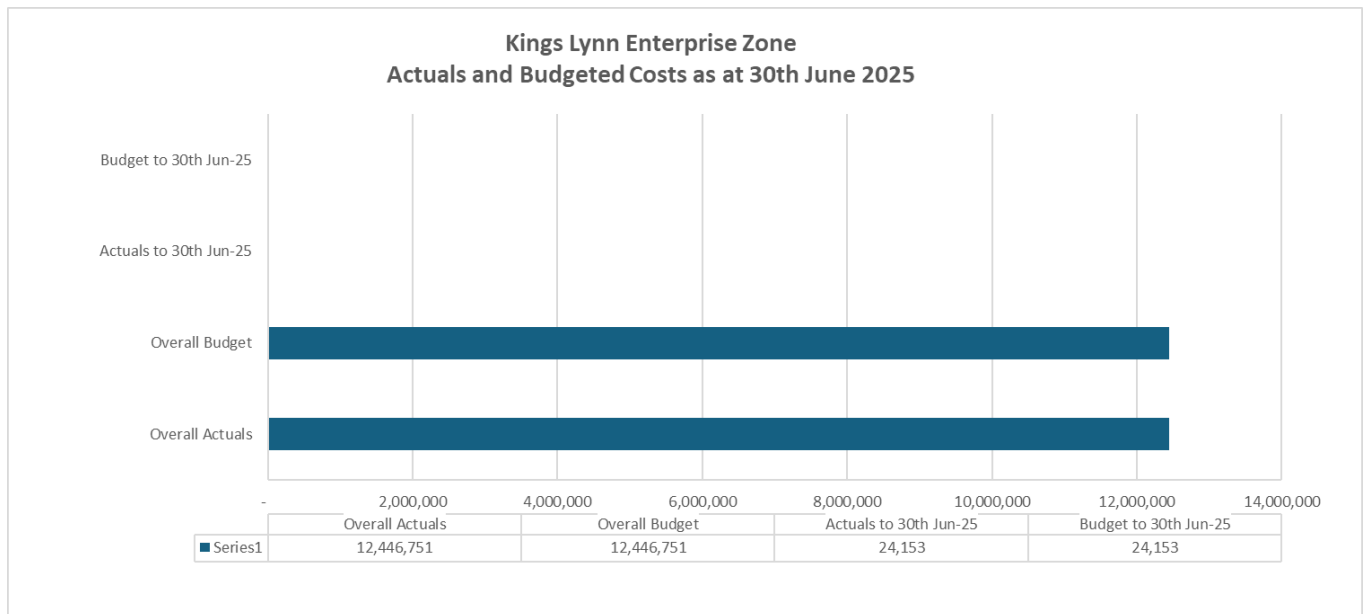
2.2 Key Issues [all red and increasing amber]

An issue is something that has happened

Issue ID (3/3)	Issue Title	Description	RAG Status	Issue Type	Resolution Plan	Dated Comments
1/2	NCC reporting contract overspend	A number of issues causing overspend, AWS, Cadent, UKPN and requirement to remove Phosphor Gypsum	R	Cost	Currently in dialogue with senior officers at NCC. Secured additional funding via Cabinet to deal with Phosphor Gypsum. Seeking independent Legal advice.	07.07.25 Ongoing
2/3	Anglian Water Services	Delays in signing off drainage design and other AWS related matters	A	Time	Active engagement and dialogue with AWS to secure approvals. Outstanding issues being closed off – minimal items remain outstanding – but formal written consent not signed off.	07.07.25 Ongoing
3/3	Contract Completion	NCC not instructing on remaining outstanding works.	A	Time	Working on resolution which will enable outstanding works to be instructed and completed.	07.07.25 Ongoing

Note: further detail on Project Risks and Issues can be found in the Risks and Issues Log.

3.1 Project Financials



3.2 Financial Commentary

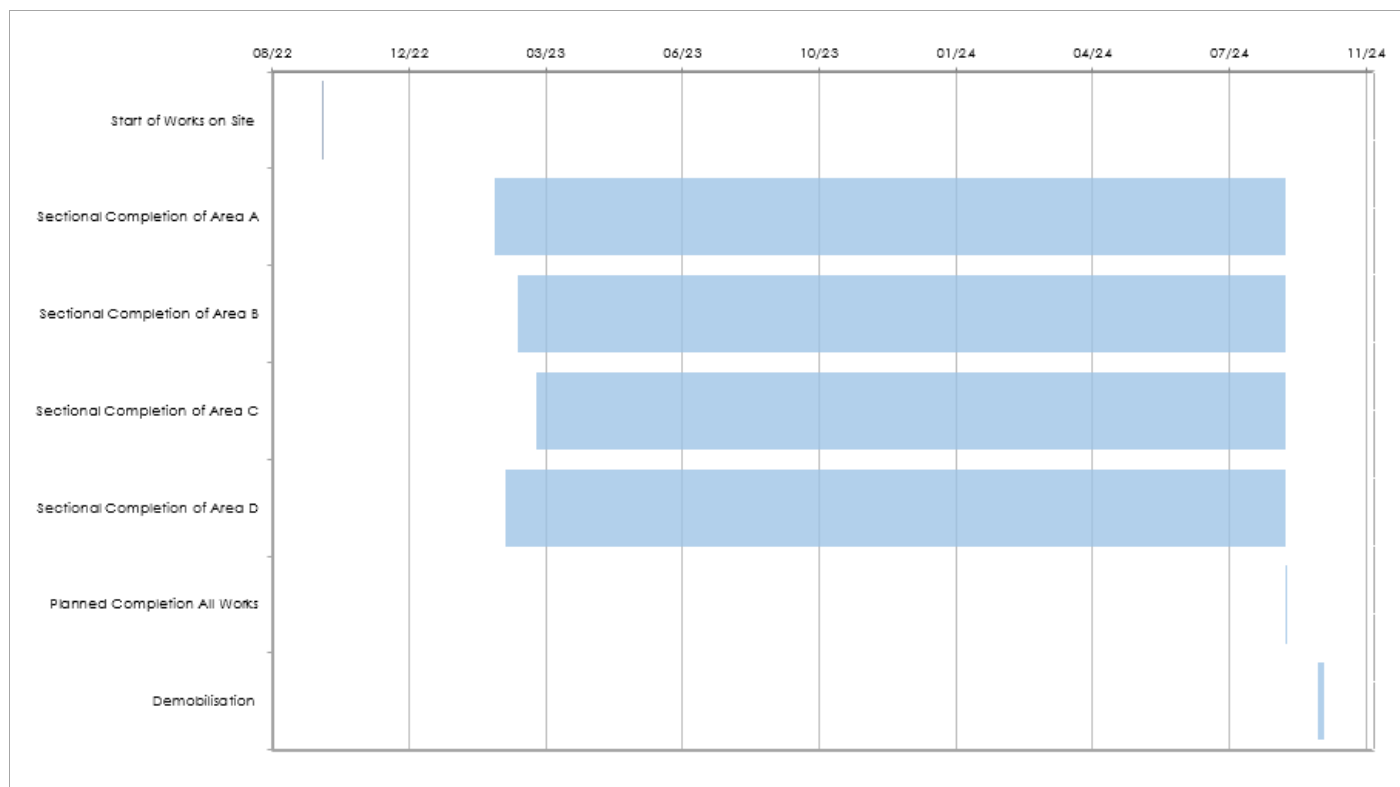
Financials current RAG is currently RED

Enterprise Zone budget is to be confirmed, actuals have been used as a placeholder.

3.3 Project Contingency and Change Control

Change Ref	Description	Cost Impact	Programme Impact	Other Impact	RAG Status	Approval given by	Date of change
	N/A						

4. Timelines – High Level Milestones



4.1 Timelines Commentary

Timelines current RAG status is GREEN

Due to substantial completion of works and contractor demobilisation (30.09.24).

5. Resources Commentary

Resources current RAG status is GREEN.

6. Communications and Engagement

- Press release completed in February regarding key handover to first tenant.
- Podcast with Eastern Promise planned (April 25)
- Wider site and units promoted at the The UK's Real Estate Investment and Infrastructure Forum (UKREIFF) under Norfolk and Suffolk Unlimited (May 25)

7. Outputs and Outcomes

7.1 Outputs

Description	Target	Notes
Secondary road infrastructure to Eastern side of the Enterprise Zone		
Site wide earthworks for the Eastern side of the Enterprise Zone		

7.2 Outcomes

Description	Notes
Provides physical access to Phase 1 and wider Enterprise Zone development allowing disposal and development of plots	
New development and business relocation to Enterprise Zone	
New jobs and employment opportunities	

8. Other Matters

Item	Comment
General stage progress	RIBA 5 – Construction
Procurement progress	Complete
Proposed form of contract (e.g. JCT, NEC, Traditional, D&B)	NEC 4
Proposed route to market (e.g. IOTT, Framework ie DPS, HPCS, LCP)	Framework – Eastern Highways Alliance
Surveys Status	Complete
Statutory updates	Delays as a result of AWS and Cadent.
Health and safety	No issues reported this reporting period
Local schemes / dependencies	Phase I Spec Build Units Wider disposal and development of site
Marketing of sites	Activity on site is generating interest – will engage with interested parties when there is more certainty around delivery – and commence formal marketing at the same time.

9. Approved Documents

	OBC [RIBA 0 Approval]	Client Brief [RIBA 1 Initiation]	Resource Brief	PID [RIBA 1 Gateway]	PID Update [RIBA 2 Gateway]	PID Update [RIBA 3 Gateway]	PID Update [pre tender]	Final PID [post tender]
Status:	✓	✓	✓	✓	✓	✓	✓	✓
Date Approved:	24.09.2019							24.09.2019
Approved by:	Cabinet	Nar Ouse Steering Group		Nar Ouse Steering Group	Nar Ouse Steering Group	Nar Ouse Steering Group	Nar Ouse Steering Group	Cabinet
Latest approved document: Final PID, Cabinet September 2019								

Spend - Budget Variance (inc. contingency)	
R	More than 10% over or under budget
A	Between 5% & 10% over or under budget
G	Within 5% of budget or less than £10k

Milestone Delivery RAG Status	
R	13 weeks or more behind the critical path
A	4 to 12 weeks behind the critical path
G	4 weeks or less behind the critical path

Risks & Issues RAG Status	
R	Needs immediate attention
A	Needs attention before next project review
G	Can be managed



P-21.05 Florence Fields (Parkway) Project Highlight Report

Project Name:	Florence Fields (Parkway)	Project Manager:	James Grant	Project Sponsor:	Duncan Hall	Report covers period of:	Q1 2025-26
Capital Code:	C8431	Client Dept:	-	Corporate Projects		Lead Designer:	LPL
Project Code:	Florence Fields (Parkway)	End User (if applicable):	-	Members of public & BCKLWN Companies		Cost Consultant:	GCBA
						Contractor on Site:	LPL

Management Summary

	1. Overall Status	2.1 Risks	2.2. Issues	3. Financials	4. Timelines	5. Resources
This Report	A	A	A	A	G	G
Last Report	A	A	A	A	G	G

Project Definition

Project Stage: Cabinet approval received. Contracts signed. RIBA Phase 5.

Objectives: Delivery of 226 homes at Parkway – Gaywood (Open Market, PRS, Affordable) – ACP Funded

Scope: Housing delivery on the former COWA sports field, delivered as part of BCKLWN Major Housing Programme

1. Overall Status (high-level summary)

Overall status currently AMBER due to:

- Site progressing well.
- Works to the wet well complete.
- Resources remain suitable for the project.
- 3 completed sales – 5 plots reserved but sales pace slower than expected.

1.1 Decisions required by the Officer Major Projects Board

- None

1.2 Achievements during this period

- Drainage complete.
- Significant progress in phases 1 and 2 with first fix, roofing, plastering and substructures progressing well.
- Phases 3-5 progressing.
- Newsletter issued in period to over 900 households in the area.
- Early planning for the next Creating Communities event started.

Plot Summary of programme progress

Phase 2

- Plot 47 – re-inspection required following water damage
- Plots 55-57, 70-74 – Complete – awaiting Home acceptance.
- Plots 60, 61, 75 – finals progressing
- Plot 53, 58, 66-69, 78-82 - 2nd progressing.
- Plot 51, 52, 54, 59, 62-65 – plaster progressing.
- Plots 83-103 – 1st fix progressing.

Phase 3-5

- Plots 107-113 - roof progressing
- Plots 129, 148, 149 - Progressing to plate
- Plots 150&151 –joist complete.
- Plots 114-122 – progressing to 2nd floor slab.
- Plots 123-127 slab complete.
- Plots 104 – 106, 128, 130-141 – sub-structure progressing.
- Plots 26-34, 142-147 – ground beams & sub-structures.

2. Risks and Issues

2.1 Key Risks [all red and increasing amber]

A risk is something that may happen

Risk ID (2/45)	Risk Title	Description	RAG Status	Risk Category	Mitigation	Dated Comments
A18	Finance	House prices	A	Finance	Continue to review sales pricing / sales releases. Review against local market.	07.07.25
C19	Planning	278 Agreement – Prior occupation condition to have agreement in place. Agreement not yet in place due to delays caused by NCC.	A	Planning	Coordination with NCC and BCKLWN planning officers to expedite process and review planning conditions. Principle Project Manager chasing Head of Infrastructure & Development and Head of Design & Development at NCC.	07.07.25

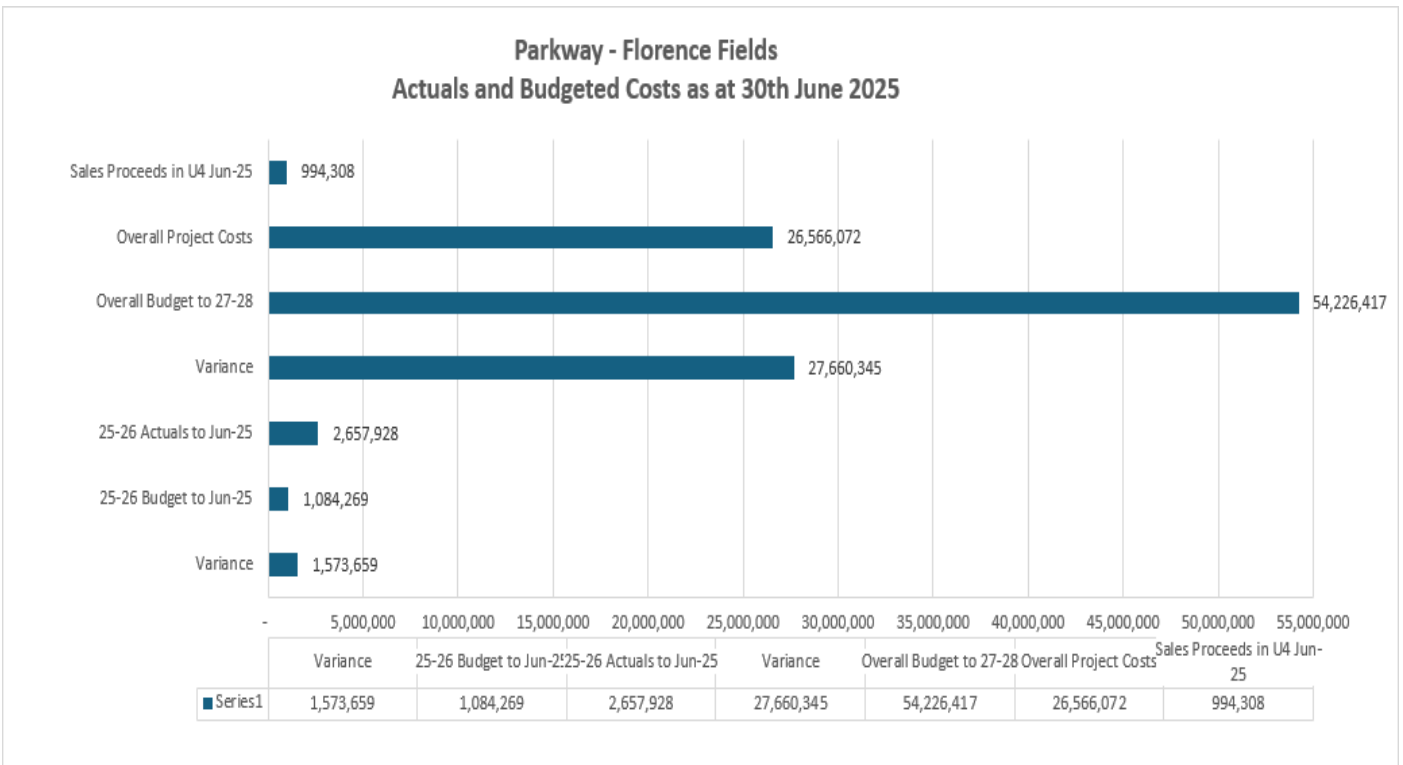
2.2 Key Issues [all red and increasing amber]

An issue is something that has happened

Issue ID (1/44)	Issue Title	Description	RAG Status	Issue Type	Resolution Plan	Dated Comments
A19	Inflation and competition of local market	Inflation means packages values increasing	A	Finance	Continue to monitor the market and continuously review the package	07.07.25

Note: further detail on Project Risks and Issues can be found in the Risks and Issues Log.

3.1 Project Financials



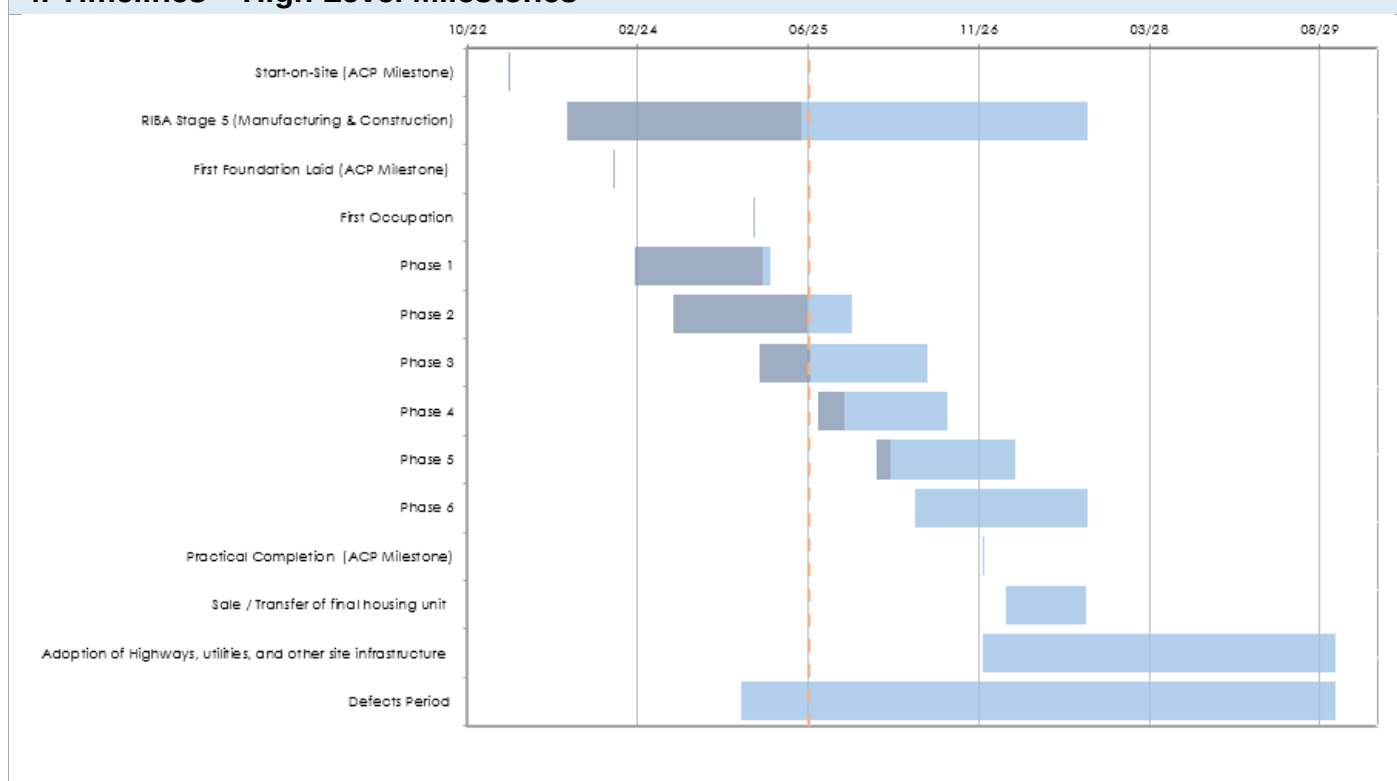
3.2 Financial Commentary

- Actuals to Jun 2025 is £26.6m against an overall budget of £52.4m, actuals for this financial year are £2.7m against budget of £2.7m, a month-on-month accurate budget will be prepared for the next quarter financials.
- Proceeds to 30th June 2025 are £994k.
- Due to external factors impacting on the disposal plan, the project team are actively monitoring and responding to changes in the market.

3.3 Project Contingency and Change Control

Change Ref	Description	Cost Impact	Programme Impact	Other Impact	RAG Status	Approval given by	Date of change
N/A – no changes in period							

4. Timelines – High Level Milestones



4.1 Timelines Commentary

Timeline RAG rating is currently GREEN

- Based on the new programme timeline is green as site is progressing well.

5. Resources Commentary

Resources RAG rating is currently GREEN

- Project being delivered by internal BCKLWN team.
- Project Officer fully engaged with project and full understanding of issues.
- Clerk of Works is fully engaged with the project.
- Lovell Partnership Ltd are working on resources. Senior Site Manager left the business during the period – recruitment currently taking place.

6. Communications and Engagement

- Draft communication plan is with Communications team.
- Newsletter issued during the period.
- Visit from Springwood High School during period.
- Visit booked for Boost Team to visit site within next period.
- Curry & Chat from Lovell team which allows operatives time to talk during period. The event was hosted by Lovell H&S Manager.

7. Outputs and Outcomes

7.1 Outputs

Description	Target	Notes
Delivery of		
Private Rented Units	46	20.3%
Open Market Sales Units	132	58.4%
Affordable units	24	10.6%
Shared ownership	10	4.42%
Local Authority Housing Fund	14	6.19%
Total	226	
Delivery Pace in accordance with Accelerated Construction Programme		
Contribution of housing units towards BCKLWN 5-year housing land supply		
Social Value targets		
Social	Apprenticeships / Trainees - 22 School Engagements - 12 Volunteering – TBC Skills development – 1,040 weeks Staff training – 1,200 person hours. Community engagement – 16 newsletters, 40 person hours	
Environmental	Waste diverted from landfill – 95% Considerate Constructor Score – 42/45 HVO Fuel – 100% EcoCabins – 100%	
Economic	Sub-contractors - 60% Norfolk 33% West Norfolk 40% within 30 miles Suppliers - 40% Norfolk 33% West Norfolk 35% within 30 miles SMEs – 25% Living Wage – 100%	

7.2 Outcomes

Description	Target
N/A	

8. Other Matters

Item	Comment
General stage progress	Started on site.
Procurement progress	As above.
Proposed form of contract (e.g., JCT, NEC, Traditional, D&B)	PPC 2000
Proposed route to market (e.g., IOTT, Framework i.e., DPS, HPCS, LCP)	Sale of properties on open market
Legal progress	Procurement of legal services required for conveyancing.
Health and safety	Lovell Partnership Ltd appointed as Principal Designer and Principal Contractor

9. Approved Documents

	RIBA Stage 1	RIBA Stage 2	RIBA Stage 3	Pre-Planning Appraisal	Planning Consent	Post Planning Appraisal	RIBA Stage 4	Price Adjudication	Cabinet Approval	Contract Signed	RIBA Stage 5	RIBA Stage 6	RIBA Stage 7
Status	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Ongoing		
Date Approved	N/A	N/A	N/A	08/21	03/22	04/22	N/A	09/22	01/23	07/23			
Approved by	N/A	N/A	N/A	DO	LPA	DO	n/a	DO	Cabinet	OJ			

Latest Approved Document: Cabinet Report – Council Approved 26th January 2023

Spend - Budget Variance (inc. contingency)

R	More than 10% over or under budget
A	Between 5% & 10% over or under budget
G	Within 5% of budget or less than £10k

Milestone Delivery RAG Status

R	13 weeks or more behind the critical path
A	4 to 12 weeks behind the critical path
G	4 weeks or less behind the critical path

Risks & Issues RAG Status

R	Needs immediate attention
A	Needs attention before next project review
G	Can be managed

Photographs







P-21.08

Southend Road Project Highlight Report

Project Name:	Southend Road	Project Manager:	James Grant	Project Sponsor:	Duncan Hall	Report covers period of:	Q1 2025-26
Capital Code:	C5004	Client Dept:	Corporate Projects	Lead Designer:	LPL	Cost Consultant:	GCBA
Project Code:	P-21.08	End User (if applicable):	Members of public & BCKLWN Companies	Contractor on Site:	LPL		

Management Summary

	1. Overall Status	2.1 Risks	2.2. Issues	3. Financials	4. Timelines	5. Resources
This Report	A	A	G	A	A	G
Last Report	A	R	A	A	R	G

Project Definition

Project Stage: RIBA Stage 5: Construction

Objectives: Delivery of thirty-two flats at Southend Road, Hunstanton (Open Market, Affordable – ACP Funded) - initially marketed to people with a local connection to the area.

Scope: Housing delivery on the southern end of Southend Road Carpark, delivered as part of BCKLWN Major Housing Programme.

1. Overall Status (high-level summary)

Overall Status currently AMBER:

- Site works are nearing completion, with final completion expected by July 19, 2025.
- The Homes England Completion Target of March 31, 2025, has been successfully reached.
- External snagging needs to be finalised.
- A report on disposal options has been completed, and a delegated member decision was made to remove restrictions on sale.

Decisions required by the Officer Major Projects Board

- None

1.2 Achievements during this period

- External landscaping being finalised.
- Internal works completed.

2. Risks and Issues

2.1 Key Risks [all red and increasing amber]

A risk is something that may happen

Risk ID (1/19)	Risk Title	Description	RAG Status	Risk Category	Mitigation	Dated Comments
A3	Income	There is a significant risk that the Borough Council may be unable to dispose of housing units at the required level due to market fluctuations, regulatory challenges, or project delays. This could negatively affect the financial viability of the site by reducing	A	Finance	The Borough Council should regularly monitor open market sales prices to ensure competitiveness and adjust strategies accordingly. If sales prove challenging, shifting units to alternative tenures could help maintain cash flow and reduce holding costs. Sea views may enhance property values, so their impact should be assessed throughout construction to maximise returns. Additionally,	07.07.2025

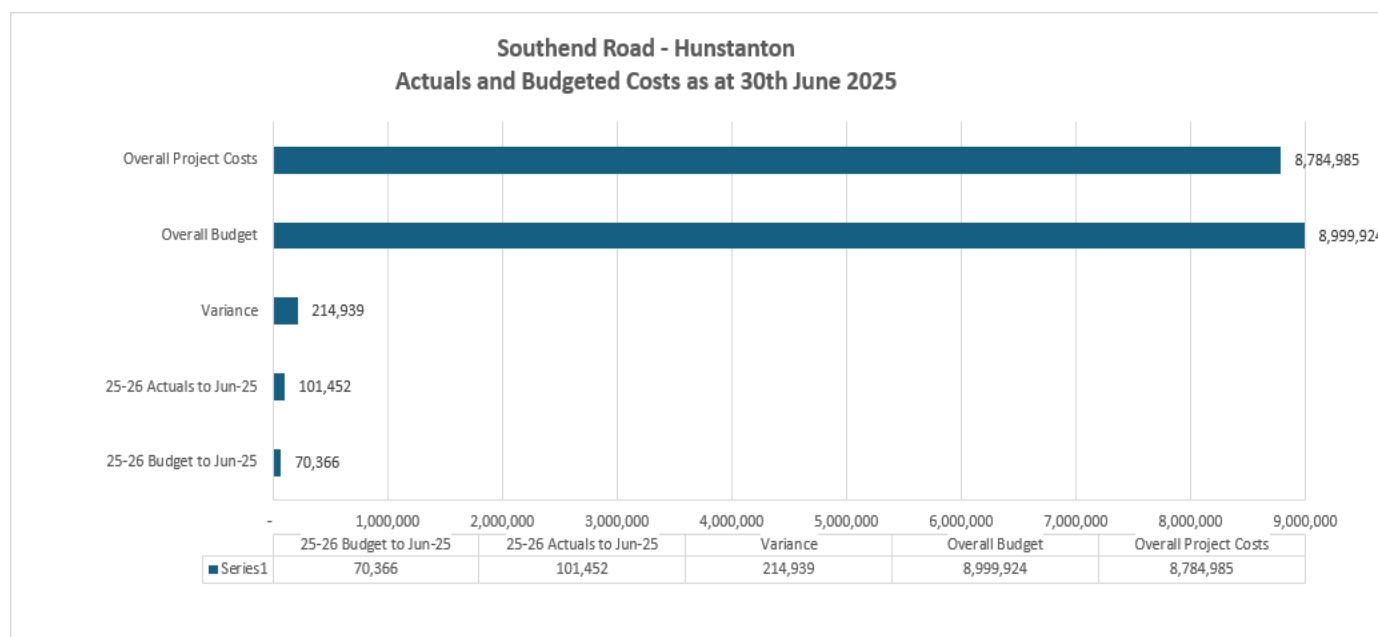
		expected revenue, increasing maintenance and holding costs, and potentially straining Council resources.			engaging a different sales agent could improve market reach and boost disposal rates.	
--	--	--	--	--	---	--

2.2 Key Issues [all red and increasing amber]

An issue is something that has happened

Issue ID	Issue Title	Description	RAG Status	Issue Type	Resolution Plan	Dated Comments

3.1 Project Financials



3.2 Financial Commentary

Overall RAG Status currently AMBER:

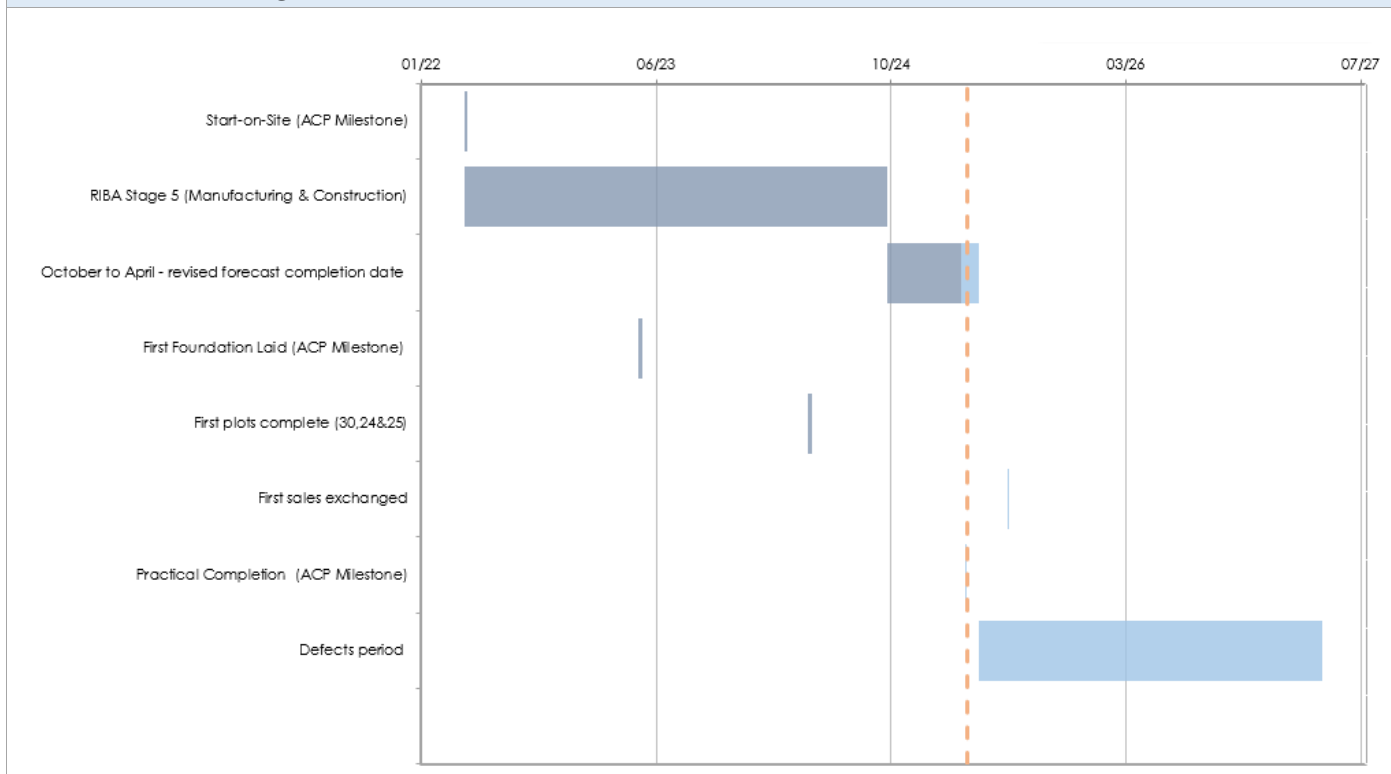
- The failure to dispose of housing units at the required level presents a significant financial risk to the Borough Council, potentially reducing anticipated project income and affecting overall site viability.
- A disposal shortfall could result in lower-than-projected revenue from sales, increasing financial pressure due to extended holding costs, maintenance expenses, and potential financing charges.
- Following the delegated decision to remove the financial decision the team had engaged with new potential agents and the procurement process is ongoing.
- Although overall project costs remain substantially above initial forecasts at commencement, quarterly changes have been minimal, and financial projections for the remainder of the project remain stable.

3.2 Project Contingency and Change Control

Change Ref	Description	Cost Impact	Programme Impact	Other Impact	RAG Status	Approval given by	Date of change
28	Remove marketing restrictions	Mitigate £1.025m loss in value should restriction stay in place.	N/A	Re-market Instruct Solicitors Public Cabinet Members Delegate Decision	G	Member Delegated Decision – Reviewed by Corporate Performance Panel	09/05/2025

--	--	--	--	--	--	--	--

4. Timelines – High Level Milestones



4.1 Timelines Commentary

Overall RAG Status currently AMBER:

- Dates reflected on timeline to current position.
- The project is internally complete with final externals to complete.
- While the technical ACP milestone remains unchanged and will not be met, Homes England are aware of the revised completion date and have accepted it.
- There is no risk to funding – email from CNC confirming plots are occupation complete with certificates to follow provided to Homes England.

5. Resources Commentary

Resources RAG rating remains GREEN.

- Project Officer & Principal Project Manager fully engaged with project and full understanding of issues.
- Clerk of Works is fully engaged with the project and engaging with BC H&S Advisor as needed for clarity on certain items such as fire safety.
- Contracts Manager on long term sick during period.
- Extra resourced Lovell team now focusing on final site completion.

6. Communications and Engagement

- Newsletter discussed within period – to be issued to tie into site completion.
- Working with Comms on a revised selling strategy going forward.
- Also engaging with a plan for any potential negative comms that may occur from project sign off and release to market.

7. Outputs and Outcomes

7.1 Outputs

Description	Target	Notes
Delivery of;		
Shared Ownership	2	6.25%
Open Market Sales Units	26	81.25%
Affordable units	4	12.5%
Total	32	
Delivery Pace in accordance with Accelerated Construction Programme		9.03 Units per month
Contribution of housing units towards BCKLWN 5-year housing land supply		

7.2 Outcomes

Description	Notes
N/A – as per Outputs	

8. Other Matters

Item	Comment
General stage progress	Works on site.
Procurement progress	Block management tender complete.
Form of contract (e.g., JCT, NEC, Traditional, D&B)	PPC 2000 Contract – Signed
Route to market (e.g., IOTT, Framework i.e., DPS, HPCS, LCP)	Disposal of properties on open market.
Legal progress	Gateley PLC instructed to undertake conveyancing & legal support works.
Statutory updates	Pre-occupied and compliance conditions to be discharged
Health and safety	LPL appointed as Principal Designer and Principal Contractor

9. Approved Documents

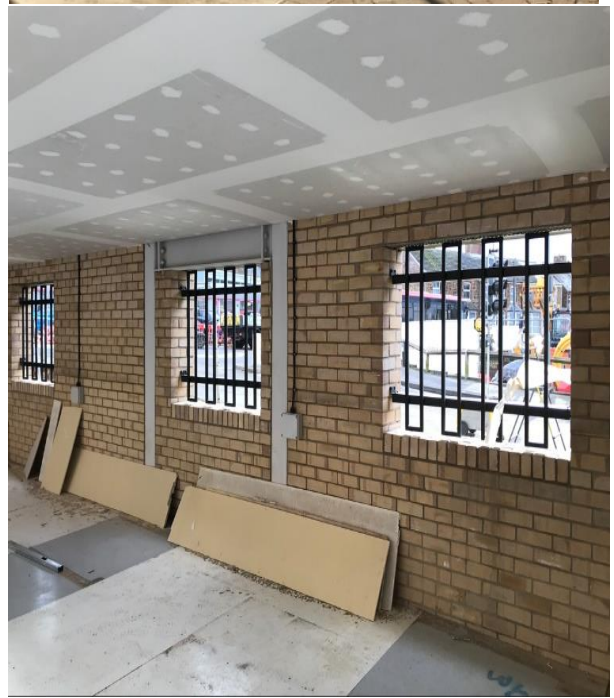
	RIBA Stage 1	RIBA Stage 2	RIBA Stage 3	Pre-Planning Appraisal	Planning Consent	Post Planning Appraisal	RIBA Stage 4	Price Adjudication	Cabinet Approval	Contract Signed	RIBA Stage 5	RIBA Stage 6	RIBA Stage 7
Status:	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Ongoing		
Date Approved	N/A	N/A	N/A	TBC	07/21	TBC	N/A	12/21	03/21	03/22			
Approved by	DG	DG	DG	DG	LPA	DG	DG	DO	Cabinet	MO			

Latest Approved Document: Signed contract – March 2022

Spend - Budget Variance (inc. contingency)	Milestone Delivery RAG Status	Risks & Issues RAG Status
R More than 10% over or under budget	R 13 weeks or more behind the critical path	R Needs immediate attention
A Between 5% & 10% over or under budget	A 4 to 12 weeks behind the critical path	A Needs attention before next project review
G Within 5% of budget or less than £10k	G 4 weeks or less behind the critical path	G Can be managed

Photographs







P-21.09 West Winch Growth Area Project Highlight Report

Project Name:	West Winch Growth Area	Project Manager:	Nikki Patton & Hannah Wood-Handy	Project Sponsor:	TBC	Report covers period of:	Q1 2025-26
Capital Code:	C8171	Client Dept:	Strategic Housing & Planning	Lead Designer:	NA	Cost Consultant:	NA
Project Code:	P-21.09	End User (if applicable):	-	Contractor on Site:	NA		

Management Summary

	1. Overall Status	2.1 Risks	2.2. Issues	3. Financials	4. Timelines	5. Resources
This Report	G	G	G	A	A	G
Last Report	G	G	G	A	G	G

Project Definition

Project Stage: Strategic Delivery

Objectives: To facilitate and enable delivery of the West Winch Strategic Growth Area to allow up to 4,000 homes and associated infrastructure to be delivered

Scope: To unlock strategic barriers to delivery to support the vision set out in the adopted local plan by preparing the following;

- Landowners collaboration agreement: A legal agreement that allows landowners to work together in a fair way so they can bring forward their land for development and make an equal contribution to the community and shared facilities and amenities for the area.
- Masterplan: A document and policy that helps to guide future growth and development. It brings together the housing, facilities and amenities, and the existing environment.
- S.106 Framework Agreement: A legal agreement between the council and landowners/developers. The purpose of the framework agreement is to firm up the approach that will be taken on a development. It helps to make sure that the growth area is developed in line with the masterplan.

1. Overall Status (high-level summary)

Overall status is GREEN.

- The project areas that the Borough Council are currently leading are now programmed to complete by the end of Q3 2025/2026 financial year.
- Project costs are being verified as it is acknowledged that costs have increased and more funding sources are needing to be identified. Financials have been rated as Amber until this is resolved.
- Capacity has been rated as Green this
- period. Whilst there has been an extended period of absence for a key member of staff, additional external resource has been brought in with Norfolk County Council assisting with costs to assist with the land acquisition aspects.
- Timelines have been increased to amber due to delays agreeing the Collaboration Agreement.

1.1 Decisions required by the Officer Major Projects Board

- None

1.2 Achievements during this period

- Constitution Hill planning application granted consent for up to 1100 homes with all S106 agreements signed securing planning obligations and land for road.

2. Risks and Issues

2.1 Key Risks [all red and increasing amber]

A risk is something that may happen

Risk ID (0/16)	Risk Title	Description	RAG Status	Risk Category	Mitigation	Dated Comments
		No red or increasing amber issues				

2.2 Key Issues [all red and increasing amber]

An issue is something that has happened

Issue ID (0/0)	Issue Title	Description	RAG Status	Issue Type	Resolution Plan	Dated Comments
		No red or increasing amber issues				

Note: further detail on Project Risks and Issues can be found in the Risks and Issues Log.

3.1 Project Financials



3.2 Financial Commentary

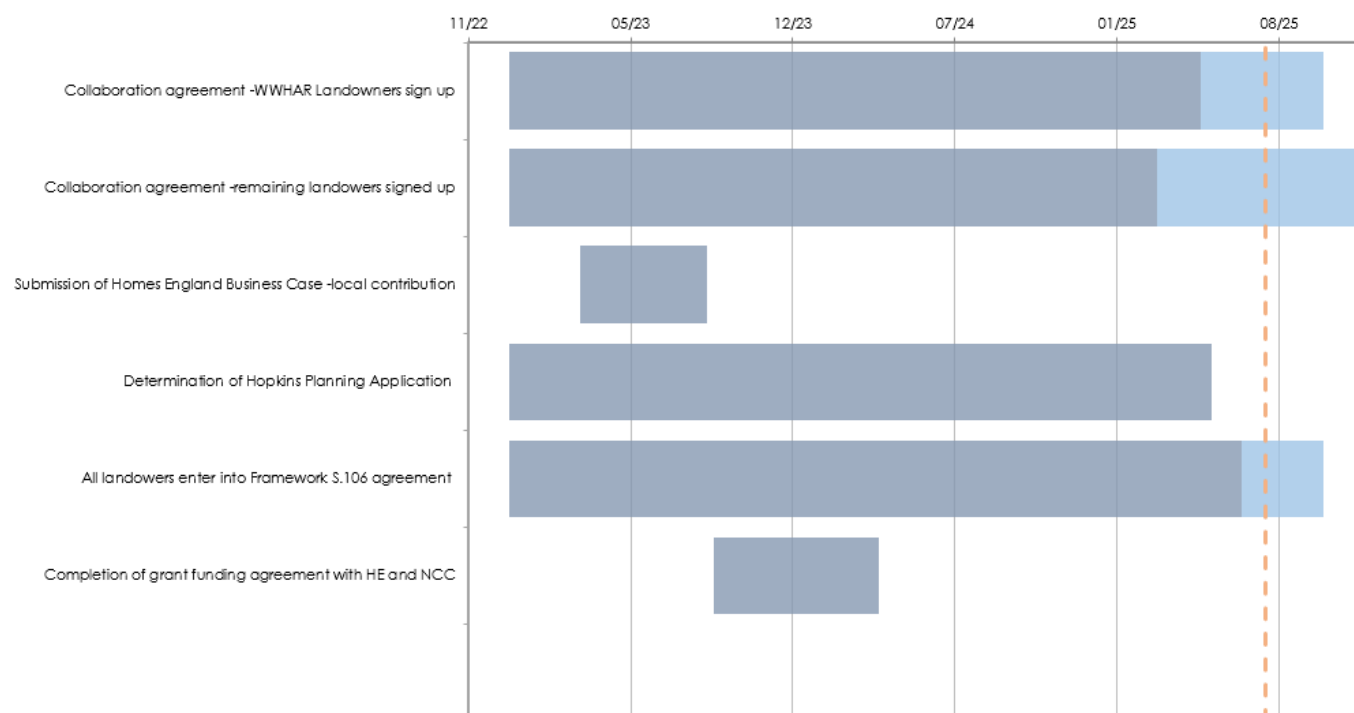
Financial RAG rating is currently AMBER

- Overall actuals for the project are £1.5m, current forecasted funding is £0.9m which includes funding from Business Rates Pool, BCKLWN funding and expected recovery of legal fees from landowners, leaving a £0.6m deficit.
- The current deficit of £0.6m is being investigated to bring the budget/funding back into line with the overall forecasted project costs.
- An element of total costs to be recovered from Landowners and developers. As part of the Collaboration Agreement & Framework S.106 agreement landowners/developers will contribute to the costs of producing the document. Contributions will be recovered as planning permissions are granted, and homes are developed.

3.3 Project Contingency and Change Control

Change Ref	Description	Cost Impact	Programme Impact	Other Impact	RAG Status	Approval given by	Date of change
	N/A						

4. Timelines – High Level Milestones



Norfolk County Council Milestones

- Submission of Planning Application for West Winch Housing Access Road December 2023(NCC lead) Achieved
- Determination of Planning Application by NCC Planning team for WWHAR delayed from August 2025 to September 2025
- Submission of Outline Business Case to Department for Transport (DFT) September 2023 Achieved
- Determination of OBC by DFT – Approval received April 2025

4.1 Timelines Commentary

RAG rating is AMBER

- Delays experienced in agreeing Collaboration Agreement. Additional resource brought in to accelerate.
- All of the above high level milestones are critical tasks that must be met either prior to submission of funding business cases to DFT and Homes England or as part of agreed funding agreements.
- Future milestones to be determined now the outcome of the Outline Business Case is known.

5. Resources Commentary

RAG rating is GREEN

- Due to the Council having severely limited staffing capacity due to long term absence of a key member of staff, additional resource has been brought in to assist.
- A review of project capacity and resource is currently taking place to support future growth area work.

6. Communications and Engagement

- Joint Communications Plan with NCC and two formal Stakeholder Groups;
 - Landowners Stakeholder Group in place – further meeting to be scheduled
 - West Winch External Stakeholder Group (Parish Councils, Ward Members, Neighbourhood Plan Group) – meet quarterly. Next meeting planned for September 2025.
- Dedicated web pages on both Borough Council's Website & NCC website
- Social media messaging on specific information and consultation events
- Email updates where appropriate to both stakeholder groups and Council members
- Public Consultation events – online and face to face

7. Outputs and Outcomes

7.1 Outputs

Description	Target	Notes
Adopted Masterplan SPD		Completed & adopted Jan 23
Framework and Site specific S.106 Agreement drafted. Land required for WWHAR secured via this mechanism	December 2024	Hopkins landowners entered. Discussions ongoing with other landowner
Collaboration Agreement entered into by all necessary landowners (WWHAR landowners initially)	October 25	Discussions ongoing

7.2 Outcomes

Description	Target	Notes
To unlock strategic barriers to delivery of the site by working in partnership with Norfolk County Council to expediate housing delivery and coordinate the provision of the required highway infrastructure in the West Winch area namely the West Winch Housing Access Road. The growth area is to brought to a position where: ▪ detailed applications for individual developments can be made (which comply with strategic requirements), and ▪ mechanisms to secure payments and deliver the strategic infrastructure in accordance with the masterplan are in place	Summer 2025	
To integrate of a large number of new homes and associated facilities with an existing village community, generate a range of major improvements and shape a place that promotes a sense of community amongst residents		

8. Other Matters

Item	Comment
General stage progress	The Framework S.106 agreement and collaboration agreement have been developed and produced. They require signature by the landowners & developers. The Master Plan SPD has been produced and adopted by the Council (Jan 23) and funding from Homes England (local contribution towards costs of the WWHAR) secured. This project forms part of a wider West Winch project which includes delivery of the West Winch Housing Access Road, securing central government funding for the road and supporting the co-ordination of the landowners collaboration agreement. This work will continue through 25/26 until construction of the WWHAR commences
Legal instruction form issued?	May 2019 – External legal advisors appointed
Local schemes / dependencies	The West Winch Growth area is identified in the Councils adopted Local Plan and is the largest housing allocation in the borough. It is critical to; ▪ The development strategy for the Borough Council's Adopted Local Plan and Local Plan review which is underway for the period to 2039 and Housing Delivery Test. ▪ Priorities and objectives of the Norfolk Suffolk Economic Strategy as a Growth Location ▪ Meeting housing need ▪ Supporting both Borough and County economic growth

9. Approved Documents

	Cabinet Report	Cabinet Report	Back to Back Agreement					
Status:	✓	✓	✓					
Date Approved:	Sept 2018	Aug 2023	Mar 2024					
Approved by:	Cabinet	Cabinet	Cabinet delegated authority					

Latest Approved Document : Cabinet Report August 2023

Spend - Budget Variance (inc. contingency)		Milestone Delivery RAG Status		Risks & Issues RAG Status	
R	More than 10% over or under budget	R	13 weeks or more behind the critical path	R	Needs immediate attention
A	Between 5% & 10% over or under budget	A	4 to 12 weeks behind the critical path	A	Needs attention before next project review
G	Within 5% of budget or less than £10k	G	4 weeks or less behind the critical path	G	Can be managed



P-21.10b STARS Gyratory Plus scheme - Project Highlight Report

Project Name:	Southgates STARS Programme	Project Manager:	Ian Parkes (NCC)	Project Sponsor:	David Allfrey (NCC)	Report covers period of:	Q1 2025-26
Capital Code:	-	Client Dept:	-	Lead Designer:	NCC / WSP		
Project Code:	Southgates STARS Programme	End User (if applicable):	-	Cost Consultant:	-		
				Contractor on Site:	-		

Management Summary

	1. Overall Status	2.1 Risks	2.2. Issues	3. Financials	4. Timelines	5. Resources
This Report	R	R	G	R	R	G
Last Report	R	A	G	R	R	G

Project Definition

Project Stage: Scheme and business case development to gain funding approval from DfT and the subsequent construction of:

- Cycling, walking and bus priority improvements to the town centre Gyratory one-way system
- Cycling and walking improvements to routes leading off the town centre Gyratory one-way system
- The Baxter's Plain public realm improvement

The scheme now no longer includes the road layout changes that facilitate the Southgates Masterplan. This is due to inflation since August 2022 being higher than predicted and DfT not being able to provide any further funding. Other local funding sources have also been explored but none have been identified.

We refer to this revised scheme as STARS Gyratory Plus.

Objectives: To significantly transform parts of the town centre gyratory one-way system, particularly at the northern end of Railway Road where public realm is dominated by vehicular traffic and is hostile for pedestrians and cyclists. To enhance active travel provision on key routes from the gyratory and deliver the Baxter's Plain public realm scheme developed by BDP. The stated objectives in the Outline Business Case will be:

- Enhance connectivity and accessibility for all within King's Lynn
- Encourage greater use of public transport in King's Lynn
- Encourage modal shift from private car to active travel in King's Lynn
- Support the delivery of planned housing growth and development in the Borough
- Protect and enhance King's Lynn's heritage and cultural environment through place-making
- Improve local air quality and King's Lynn's natural environment
- Improve road safety in King's Lynn

Scope: The King's Lynn Sustainable Transport and Regeneration Scheme (STARS) Gyratory Plus scheme comprises:

The gyratory element of the original STARS scheme:

- Bi-directional cycle lane on the eastern side of Railway Road which is segregated from traffic between Austin Street and Waterloo Street, but shared use with pedestrians down to Blackfriars Road where an enhanced crossing links it to The Walks public park and St Johns Walk.
- Contraflow westbound cycle lane on Norfolk Street between Blackfriars Road and Railway Road.
- Improved active travel links to the bus station on Albion Street and Old Market Street, that includes new footway and carriageway surfacing together with upgrades to the existing crossings.

The complementary elements we have added are listed below:

- John Kennedy Road – Provision of improved walking and cycling facilities between the existing gyratory proposals and Loke Road.
- Blackfriars Street – Provision of improved walking and cycling facilities between the existing gyratory proposals and Baxter's Plain. This includes the provision of potential new crossings at the Railway Road/Blackfriars Road/St James Road/Blackfriars Street junction.
- Baxter's Plain – Improved public realm and pedestrian environment in the area around the new Multi User Community Hub (MUCH), which is due to open later this year on Baxter's Plain. The proposals here seek to create an identity for Baxter's Plain linking it to King's Lynn's historic context, to improve walking routes and design a pedestrian friendly

environment, provide new trees and planting, rationalise the existing paving and street furniture palette, and provide opportunities for temporary events and art installations.

- Guanock Terrace/Windsor Terrace – Provision of improved walking and cycling facilities between London Road and The Walks. Although this element is separate from the other proposals it would provide an important link between the area around the Historic South Gate and walking/cycling routes through The Walks.

1. Overall Status (high-level summary)

Overall RAG rating is RED.

- DfT and MHCLG have confirmed that inflationary increases to the scheme cost should be addressed by de-scoping the scheme.
- De-scoping to deliver the Southgates element only is not an option as the economic case would have a poor Value for Money.
- However, to maximise our spend of the £24.1m government allocation, NCC Cabinet has agreed to pursue a revised scheme based on the town centre Gyratory one-way system element from the original scheme, but adding additional active travel elements and the Borough Council's Baxter's Plain public realm scheme developed by BDP.
- DfT have yet to agree that it would be permissible to add additional elements to the scheme.

1.1 Decisions required by the Officer Major Projects Board

- None

1.2 Achievements during this period

- There have been discussions between senior officers and members at both councils and there is a mutual understanding as to why we cannot submit a bid for the Southgates element alone (the economic dimension of the business case would not pass the DfT criteria for funding) and that our best option is to submit a business case for the Gyratory part but adding additional active travel elements and the Baxter's Plain public realm improvement.
- The STARS Gyratory Plus option has been devised
- A report has been taken to the NCC Cabinet seeking support for the STARS Gyratory Plus scheme and delegating Lead Director Infrastructure and Executive Director Strategy and Transformation, in consultation with the Cabinet Member for Highways, Infrastructure and Transport, the authority to agree the finalised Outline Business Case (OBC) for the revised STARS scheme and submit it to the DfT.

2. Risks and Issues

2.1 Key Risks [all red and increasing amber]

A risk is something that may happen

A new risk register for the STARS Gyratory Plus scheme will be developed. The key known risks are currently:

- DfT/MHCLG not allowing us to change the scheme
- DfT/MHCLG deciding enforce the original cut off date of March 2026 for all of the Levelling Up Funding (LUF) to be spent

2.2 Key Issues [all red and increasing amber]

An issue is something that has happened

Issue ID	Issue Title	Description	RAG Status	Issue Type	Resolution Plan	Dated Comments

Note: further detail on Project Risks and Issues can be found in the Risks and Issues Log.

3.1 Project Financials

This section will be updated after the further work on developing the STARS Gyratory Plus scheme has been completed

3.2 Project Contingency and Change Control

Change Ref	Description	Cost Impact	Programme Impact	Other Impact	RAG Status	Approval given by	Date of change
	N/A						

3.3 Financial Commentary

RAG rating is currently RED

- This is because we are unsure if the DfT/MHCLG will support the changes to the original scheme and allow us to submit an OBC for the STARS Gyratory Plus

4. Timelines – High Level Milestones

This section will be updated after the further work on developing the STARS Gyratory Plus scheme has been completed

4.1 Timelines Commentary

Timelines are currently RAG rated as RED.

- This is because DfT/MHCLG may decide to enforce the original cut off date of March 2026 for all of the Levelling Up Funding (LUF) to be spent. [Please note that our bid for the original STARS scheme indicated a completion date of summer 2027 and we were still awarded the £24.1m allocation].

5. Resources Commentary

Resources are currently RAG as GREEN.

- Norfolk County Council are working collaboratively with the Borough Council and are effectively co-clients for the work WSP are undertaking to develop the scheme and business case.

6. Communications and Engagement

Consultation activities are planned for the STARS Gyratory Plus scheme as part of normal scheme delivery.

7. Outputs and Outcomes

7.1 Outputs

Description	Target	Notes
Revised highway layouts around the town centre Gyratory one-way system that incorporate improvements for buses, cyclists and pedestrians and enhancements to the public realm.		
Additional active travel improvements on routes that lead off the town centre Gyratory one-way system		
The Baxter's Plain public realm and pedestrian improvements devised by BDP		

7.2 Outcomes

Description	Target	Notes
Increased levels of walking and cycling- increased living standards and well-being	2027	
Shorter and more direct journeys for pedestrians and cyclists.	2027	
Reduction in accidents and improved safety.	2027	

Improved local heritage offer.	2027	
Improved perception of place and public realm.	2027	

8. Other Matters

Item	Comment
General stage progress	On track
Procurement progress	It is envisaged that both elements can be delivered by the NCC highways service contractors. However, the current service contracts are due to expire on 31 March 2026. Work is ongoing to replace these contracts with effect from April 2026 and the re-procurement process for this has already commenced. Given the programme milestones below it is expected that the work would be undertaken under the new contracts.
Surveys Status	Geotechnical surveys are still required to be carried out.
Local schemes / dependencies	P-21.10a Southgates Placemaking Highlight Report (overall delivery of Masterplan and dev sites). Active and Clean connectivity. https://www.visionkingslynn.co.uk/projects/active-and-clean-connectivity/ Local Cycling and walking Infrastructure Plan (LCWIP) - Bus Service Improvement Plan (BSIP) – proposals for Hardwick Road

9. Approved Documents [RIBA stages are not applicable to STARS]

	OBC [RIBA 0 Approval]	Client Brief [RIBA 1 Initiation]	Resource Brief	PID [RIBA 1 Gateway]	PID Update [RIBA 2 Gateway]	PID Update [RIBA 3 Gateway]	PID Update [pre tender]	Final PID [post tender]
Status:								
Date Approved:								
Approved by:								

N/A as standard DfT major scheme approval process is being followed rather than the Royal Institute of British Architects (RIBA) stages

Spend - Budget Variance (inc. contingency)	
R	More than 10% over or under budget
A	Between 5% & 10% over or under budget
G	Within 5% of budget or less than £10k

Milestone Delivery RAG Status	
R	13 weeks or more behind the critical path
A	4 to 12 weeks behind the critical path
G	4 weeks or less behind the critical path

Risks & Issues RAG Status	
R	Needs immediate attention
A	Needs attention before next project review
G	Can be managed



P-23.08 Lynnsport 1 (Valentine Park) Project Highlight Report

Project Name:	Lynnsport 1 (Valentine Park)	Project Manager:	Juliana Fox-River	Project Sponsor:	Duncan Hall	Report covers period of:	Q1 2025-26
Capital Code:	C8125	Client Dept:	Corporate Projects	Lead Designer:	LPL	Cost Consultant:	GCBA
Project Code:	Lynnsport 1 (Valentine Park)	End User (if applicable):	N/A	Contractor on Site:	LPL		

Management Summary

	1. Overall Status	2.1 Risks	2.2. Issues	3. Financials	4. Timelines	5. Resources
This Report	G	A	G	G	G	G
Last Report	G	G	G	G	G	G

Project Definition

Project Stage: RIBA Stage 5: Construction

Objectives: Delivery of ninety-six mixed-tenure properties at Lynnsport 1 site, King's Lynn

Scope: Housing delivery on the former hockey pitches site, delivered as part of BCKLWN Major Housing Programme, with Lovell Partnerships Ltd

1. Overall Status (high-level summary)

Overall Status is currently RAG rated GREEN.

- Whilst some risks have increased, they're yet to be realised and have suitable mitigation in place.
- The programme remains within tolerance, with a small delay expected to be recovered due to ground conditions and subcontractor attendance.

1.1 Decisions required by the Officer Major Projects Board

- N/A

1.2 Achievements during this period

- The Link Road between Aconite Road and Lynnsport Way is now complete and available for use by construction traffic.
- Significant progress has been made on drainage and other utility infrastructure.
- Letters were delivered to residents in advance of piling works, which are planned to commence on 17th July and expected to last for two to three weeks.
- Plots are progressing well, with the show homes and Marketing Suite currently at joist height.

2. Risks and Issues

2.1 Key Risks [all red and increasing amber]

A risk is something that may happen

Risk ID (2/28)	Risk Title	Description	RAG Status	Risk Category	Mitigation	Dated Comments
A3/26	Income	Sales prices lower than valuation, due to market conditions	A	Finance	Continuously monitor income and review quarterly. Undertake review on viability of converting units to affordable housing or PRS.	10/07/2025
G2/26	Neighbouring residents	Noise and dust – Likelihood of complaints	A	Communications	Deliver highways early to enable site movements on	10/07/2025

		from dust more likely during periods of prolonged dry weather.			paved roads instead of dry soil. Implement frequent on-site damping down. Agree on a consistent message for residents regarding dust complaints, assuring them of our best efforts and the non-harmful nature of the dust.	
--	--	--	--	--	--	--

2.2 Key Issues [all red and increasing amber]

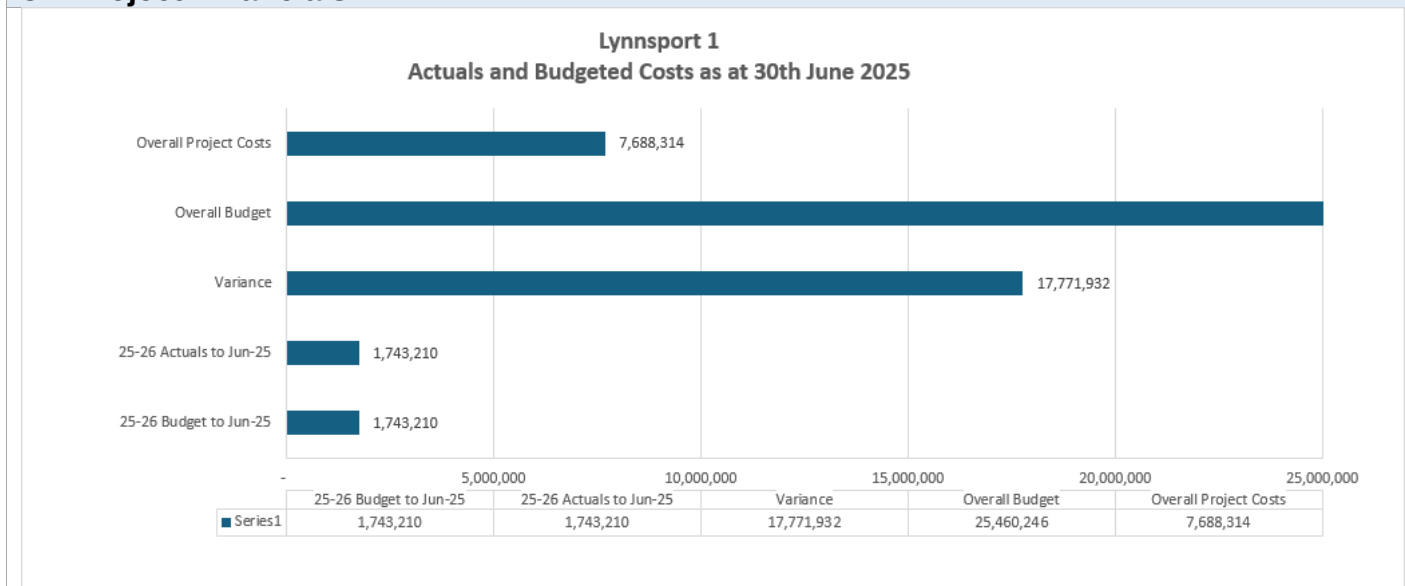
An issue is something that has happened

Issue ID	Issue Title	Description	RAG Status	Issue Type	Resolution Plan	Dated Comments
N/A	No red or increasing amber					

Note: further detail on Project Risks and Issues can be found in the Risks and Issues Log.

3. Financial Summary

3.1 Project Financials



3.2 Financial Commentary

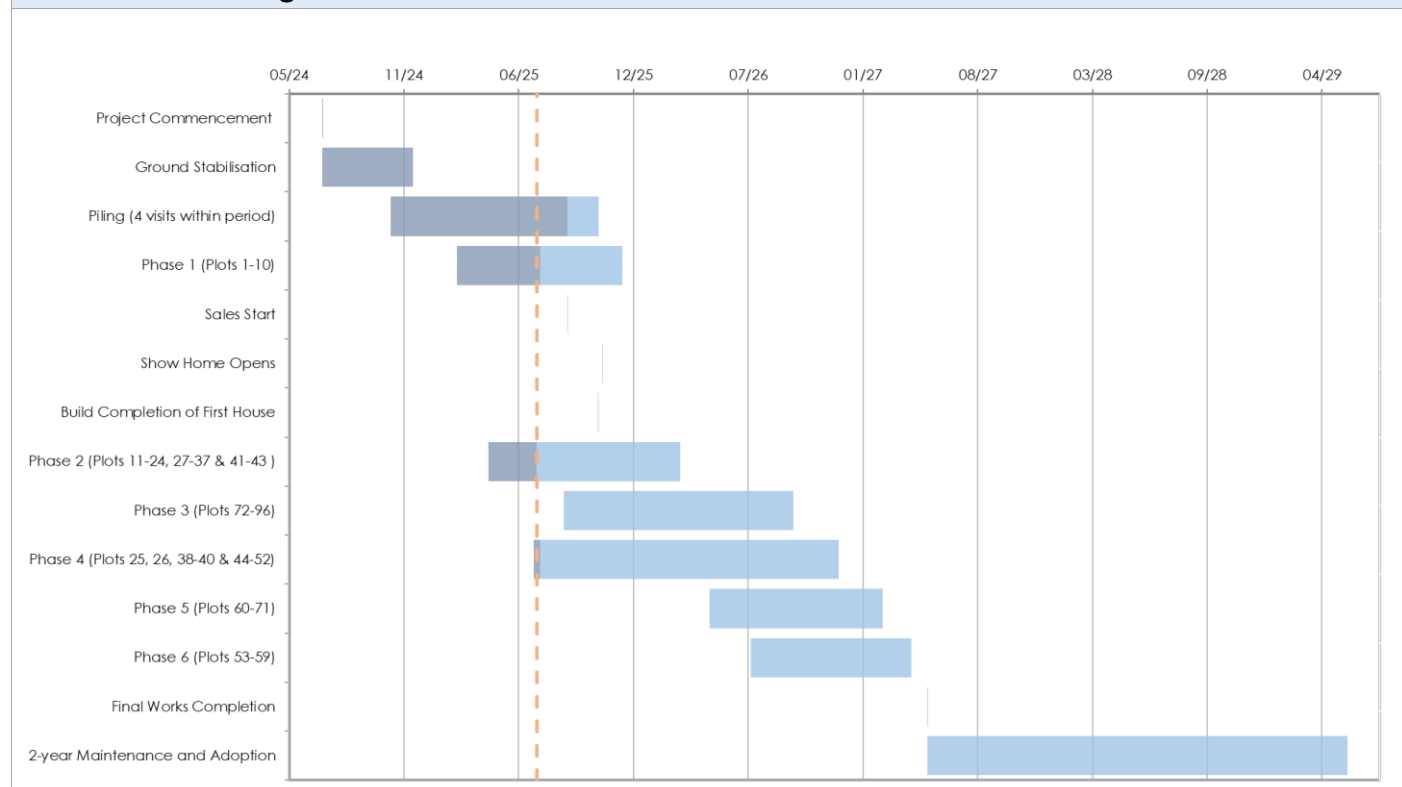
Financials are currently RAG rated GREEN.

- Costs for subcontractor elements are currently aligning with targets, ensuring budget stability for this phase of the project.
- A red book valuation on the properties is pending. This will provide crucial insights to refine disposal values and maximise returns.
- A surveyor has been appointed, and their report is awaited to further inform financial planning and strategy.

3.3 Project Contingency and Change Control

Change Ref	Description	Cost Impact	Programme Impact	Other Impact	RAG Status	Approval given by	Date of change
LS1_010	Changes to kitchen packages	TBC but will result in overall saving without impacting of sale price.	N/A	Upgrade to Gold carcass can be offered as upgrade to further increase income.	G	Principal Project Manager	16/06/2025
LS1_011	Aerial specifications under review	TBC but will result in overall saving without impacting of sale price.	N/A	N/A	G	Principal Project Manager	16/06/2025

4. Timelines – High Level Milestones



4.1 Timelines Commentary

- Timelines are currently RAG rated GREEN.
- No issues anticipated.

5. Resources Commentary

- Resources are currently RAG rated GREEN
- Project being delivered by the Corporate Projects Team and Lovell Partnerships Ltd.
 - All resources are in place from the BCKLWN standpoint.

6. Communications and Engagement

- Newsletters issues within period as planned
- Letters sent to residents advising them of upcoming piling works.

7. Outputs and Outcomes

7.1 Outputs

Description	Target	Notes
Housing: delivery of		
Open Market Sales units	63	65%
Affordable Rent units	10	11%
First Home units	3	3%
Shared Ownership unit	1	1%
Private Rental units	19	20%
Total	96	
Road Adoption		Construction during the project lifecycle and subsequent adoption from NCC Highways
Public Open Spaces		Areas delivered during the project lifecycle and subsequent adoption from Public Open Space team
Management Company		Establishment and handover to the residents

7.2 Outcomes

Description	Target
Social: Apprenticeships/ Trainees created	To be agreed, likely 5 per year
Social: College & School engagements	To be agreed, likely 2 per year
Social: Affordable Homes (S106 Commitment)	As per Section 106 Agreement
Social: Volunteering/ Community Support	To be agreed, approximately 40 hours per year
Social: Training – staff development (in weeks)	To be agreed, approximately 300 weeks
Social: Training – skills (in person-hours)	To be agreed, approximately 200 total hours to staff per year
Social: Community Engagement	Minimum of 4 newsletters per year + 10 hours miscellaneous
Environment: Electric Vehicle Charging Points (at least “EV-ready”)	To be agreed + 1-2 on site compound for use during construction
Environment: Solar Panels	To be agreed
Environment: Accessible Green Space	As per Section 106 Agreement
Environment: Waste diverted from landfill	>=95%
Environment: CCS (Considerate Constructors Scheme - Independent inspection score)	Score >=42
Environment: HVO (Hydrotreated Vegetable Oil) fuel in Lovell plant	100%
Environment: EcoCabins as site cabins	100%
Environment: Sustainable procurement policies in contracts	100%
Economic: Subcontractor base location	60% Norfolk 33% West Norfolk 40% within 30 miles
Economic: Supplier base location	40% Norfolk 33% West Norfolk 35% within 30 miles
Economic: Subcontractor classified as a SME (Small and medium-sized enterprise)	25%
Economic: Estimated Workforce (monthly average on site)	To be agreed
Economic: Living Wage	100%
Economic: Promoting Responsible Business Practices	100%

Economic: Ethical Business Training (for Major Housing Partnership staff)	To be agreed, likely 10/ year person-hours on training on subjects such as Modern Slavery, Bribery and Anti-Corruption
---	--

8. Other Matters

Item	Comment
General stage progress	Started on site on 01/07/2024
Procurement progress	First trades procured
Proposed form of contract (e.g., JCT, NEC, Traditional, D&B)	PPC 2000
Proposed route to market (e.g., IOTT, Framework i.e., DPS, HPCS, LCP)	Sales of units to Open Market or WNPL or WNHC, depending on the tenure
Legal progress	Devonshires appointed to provide legal services required for conveyancing
Surveys Status	Pre-commencement surveys carried out
Statutory updates	Pre-commencement planning conditions submitted and discharged
Health and safety	Lovell Partnership Ltd appointed as Principal Designer and Principal Contractor
ICT, FF&E update	N/A
Stakeholder engagement (comms)	Newsletters and letters to the residents
Local schemes / dependencies	Delivered as part of the Major Housing Programme

9. Approved Documents

	OBC [RIBA 0 Approval]	Client Brief [RIBA 1 Initiation]	Resource Brief	PID [RIBA 1 Gateway]	PID Update [RIBA 2 Gateway]	PID Update [RIBA 3 Gateway]	PID Update [pre tender]	Final PID [post tender]
Status:	✓							✓
Date Approved:	06.02.24							24.03.24
Approved by:	Cabinet							OMP

Spend - Budget Variance (inc. contingency)	Milestone Delivery RAG Status	Risks & Issues RAG Status
R More than 10% over or under budget	R 13 weeks or more behind the critical path	R Needs immediate attention
A Between 5% & 10% over or under budget	A 4 to 12 weeks behind the critical path	A Needs attention before next project review
G Within 5% of budget or less than £10k	G 4 weeks or less behind the critical path	G Can be managed

Major Projects Financial Summary
2025-26 Quarter One

As at: 30th June 2025

Summary of Projects	Overall Budget	Overall Project Actuals			2025-26 Current Year (CY) Budget	2025-26 Current Year (CY) Actuals vs Budget Period:- 1st Apr-25-31st Mar-26		
Projects	Overall Project Budget	PY Actuals to 2025	CY 25-26 Actuals to 30th Jun-25	Overall Project Actuals	CY 25-26 12 Month Budget	CY 25-26 Qtr 1 of Budget	CY 25-26 Actuals to 30th Jun-25	25-26 Variance Over/(Under) Budget
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Town Centre Repurposing	8	8	-	8	-	-	-	-
Boost	480	480	-	480	-	-	-	-
Rail to River	373	373	(16)	357	0	16	(16)	(32)
Riverfront Regeneration	5,098	1,389	120	1,509	417	108	120	12
Active Clean and Connectivity	6,168	1,063	113	1,176	1,846	544	113	(431)
Active Clean and Connectivity Travel Hub	88	50	-	50	37	-	-	-
Multi-User Community Hub (MUCH)*	15,100	4,819	3,881	8,699	10,284	3,881	3,881	-
St George's Guildhall and Creative Hub	30,500	2,342	289	2,631	6,103	553	289	(264)
Programme Mgmt	396	350	16	365	45	15	16	1
Towns Fund Total	58,211	10,873	4,403	15,276	18,732	5,117	4,403	(714)
Southgate	630	462	16	478	280	70	16	(54)
Southend Road	9,000	8,684	101	8,785	281	70	101	31
Salters Way	16,266	15,860	1	15,861	407	102	1	(101)
Lynnsport 1	25,460	5,945	1,743	7,688	9,801	1,743	1,743	0
Parkway (Florence Fields)	54,226	23,842	2,658	26,500	17,327	4,332	2,658	(1,674)
Housing Total	105,583	54,793	4,519	59,312	28,097	6,317	4,519	(1,798)
West Winch	927	1,322	31	1,526	-	-	31	31
NORA Remediation	100	100	-	100	-	-	-	0
EZ Development of Spec Units - Phase 1**	7,277	7,197	80	7,277	-	-	80	80
Kings Lynn Enterprise Zone**	12,447	12,423	24	12,447	-	-	24	24
EZ & West Winch Total	20,751	21,042	135	21,349	-	-	135	135
Towns Fund Total	58,211	10,873	4,403	15,276	18,732	5,117	4,403	(714)
Housing Total	105,583	54,793	4,519	59,312	28,097	6,317	4,519	(1,798)
EZ & West Winch Total	20,751	21,042	135	21,349	0	0	135	135
Grand Total	184,544	86,707	9,057	95,937	46,829	11,434	9,057	(2,377)
KEY		Notes:						
Prior Year Actuals to 31st March 2025	PY							
Current Year Actuals - Apr-25 to Mar-26	CY							
Actuals lower than budget	(Under)							
Actuals higher than budget	Over							
		* MUCH Funding from Kings Lynn Borough Council is £7.4m, with £7.7m from Norfolk County Council, Norfolk CC are managing the finances totalling £15.1m						
		** EZ Budgets to be confirmed, actuals used as a placeholder						

OFFICER MAJOR PROJECTS BOARD

MEETING NOTES

Borough Council of
**King's Lynn &
West Norfolk**



Date: 14 th August 2025			Location: Via MS Teams		
Time: 9:00am			Chair: Michelle Drewery		
Board Attendees					
Michelle Drewery (MD)	James Arrandale (JA)	Carl Holland (CH)			
Optional Attendees					
Vanessa Dunmall (VAD)					

Apologies					
James Arrandale (JA)					

		Action Log Ref No
1.	Apologies – JA	
2.	Action Log The Board reviewed the OMPB Action Log and actions were updated accordingly.	
3.	Notes from the previous meeting Notes from the last OMPB meeting had been agreed by the Chair ahead of the MMPB meeting held on 12.05.2025.	
4.	Project Highlight Reports Project Highlight Reports covering Q1 2025/26 as follows, were reviewed. Of note: a. P-21.02 NORA EZ – Road Infrastructure - Subject to one tweak in wording, report agreed. b. P-21.05 Major Housing – Parkway (Florence Fields) - The Board added some commentary. - Subject to the requested changes, report agreed. c. P-21.08 Major Housing – Southend Road - The Board made a change to the commentary in the achievements section. - Subject to the requested changes, report agreed. d. P-21.09 West Winch Growth Area - One update added regarding timings. - Subject to requested change, report agreed. e. P-21.10a Southgates – Place Making	

OFFICER MAJOR PROJECTS BOARD MEETING NOTES

Borough Council of
**King's Lynn &
West Norfolk**



	- The project is being re-scoped, report unavailable for this period. f. P-21.10b Southgates – STARS - Report agreed. g. P-23.08 Lynnsport 1 - Report agreed. The Board noted that Project Highlight Reports covering Town Deal projects for June 2025 had been reviewed and agreed at the Town Deal Programme Board held previously on 16.07.25.	
5.	Agenda items for the MMPB meeting to be held on 08.09.2025 were noted. <u>Standing items</u> - Action Log - OMPB Minutes (for information) - Overview report and Project Highlight reports covering Q1 <u>Items to be programmed:</u> - Salter's Road post project evaluation (not yet available)	
6.	Forward Work Programme No items	
	Date of next meeting: Thurs 16 th October 2025 @ 10:00 via Teams	