



P-21.15 Rail To River - Public Realm Project Highlight Report

Project Name:	Rail To River - Public Realm	Project Manager:	Abigail Rawlings	Project Sponsor:	Duncan Hall	Report covers period of:	March 2025
Capital Code:	C9064	Client Dept:	Regeneration	Lead Designer:	-		
Project Code:	P-21.15	End User (if applicable):	n/a	Cost Consultant:	-		
				Contractor on Site:	-		

Management Summary

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

Project Definition

Project Stage: RIBA stage 5 – manufacturing and construction.

Objectives: Improve public realm in the town centre to improve the pedestrian experience, removing clutter, creating consistent public realm experience

Scope: Rail to River route works include providing interventions such as pop-up facilities, art trail, fingerpost wayfinding, lighting, seating and planting.

1. Overall Status (high-level summary)

Overall Status currently GREEN.

- The Pop-Up units in Purfleet Street are complete and have been handed over to the Business Operations Team, who manage the use and operations.
- Food and Beverage operators began selling from the Pop Ups on Saturday 29th March.
- There is more demand for the food and beverage units over the retail ones so alternate uses for the retail units, such as display areas for BCKLWN projects, are being explored in the event of any empty periods incurred.
- 14 trees and bespoke planters are now installed on Purfleet Street, New Conduit Street and Broad Street.
- The Purfleet Street Arch install remains outstanding following the cancellation of the works order with Fransham Forge. A new artist is being sought via an updated Request for Quotation.

1.1 Decisions required by the Town Board

- None

1.2 Achievements during this period

- Street Furniture Licence approved by Norfolk County Council (Highways) for planters.
- 14 trees in planters have been installed along the Rail to River route.
- Tables and chairs for use with the Pop ups have been delivered.
- Local companies- The Pizza Slice Guy and Tiny Teeth's Burgers & Bites have now opened for business in the Pop Ups.

2. Risks and Issues

2.1 Key Risks [all red and increasing amber] *A risk is something that may happen*

Risk ID	Risk Title	Description	RAG Status	Risk Category	Mitigation	Dated Comments
1/22	No response or suitable responses to RfQ for Purfleet Street Arch	Failure to get suitable responses to RfQ for the Purfleet Street arc would result in this element of the project not taking place.	A	Low	Previous RfQ received sufficient responses suggesting artists are willing to quote for the work. Requirement for the arch to be hand forged is removed, widening the options for craftspeople to quote.	31/03/2025

2.2 Key Issues [all red and increasing amber] *An issue is something that has happened*

Issue ID (3/6)	Issue Title	Description	RAG Status	Issue Type	Resolution Plan	Dated Comments
	Delay to manufacture of the Purfleet street Arch	Fransham Forge unable to fulfil order. Order cancelled.	A	Delay to programme	Following cancellation of the order placed with Fransham Forge a new RfQ has gone out to find a different manufacturer which has yet to be completed.	31/03/2025
	Licence with Boots for Purfleet Street Arch	Boots's solicitor was unable to sign the licence due to scaffolding works taking place on Boots roof. Works now complete but Licence still not being completed by Boots.	A	Delay to programme	This is being chased by BCKLWN legal team. KLTB member has supplied an additional contact at Boots who may be able to move licence issue along. KLTB Chair has offered to write to Boots.	31/03/2025
	Fire on Purfleet Street	A large fire in the Cashino building on Purfleet Street (30.03.25) closed the street for 48 hrs. Risk to pop ups, trees and general trading. Will delay instal of arch while building is repaired.	A	Delay to programme	Inspection on 31.03.25 confirmed no damage to Pop Ups, trees or storage containers. Trading able to continue as planned. This could potentially cause a further delay to the install of the arch while the building is repaired.	31/03/2025

3. Project Financials

Rail to River Actuals, Budget and Forecasted spend as at 31st March 2025



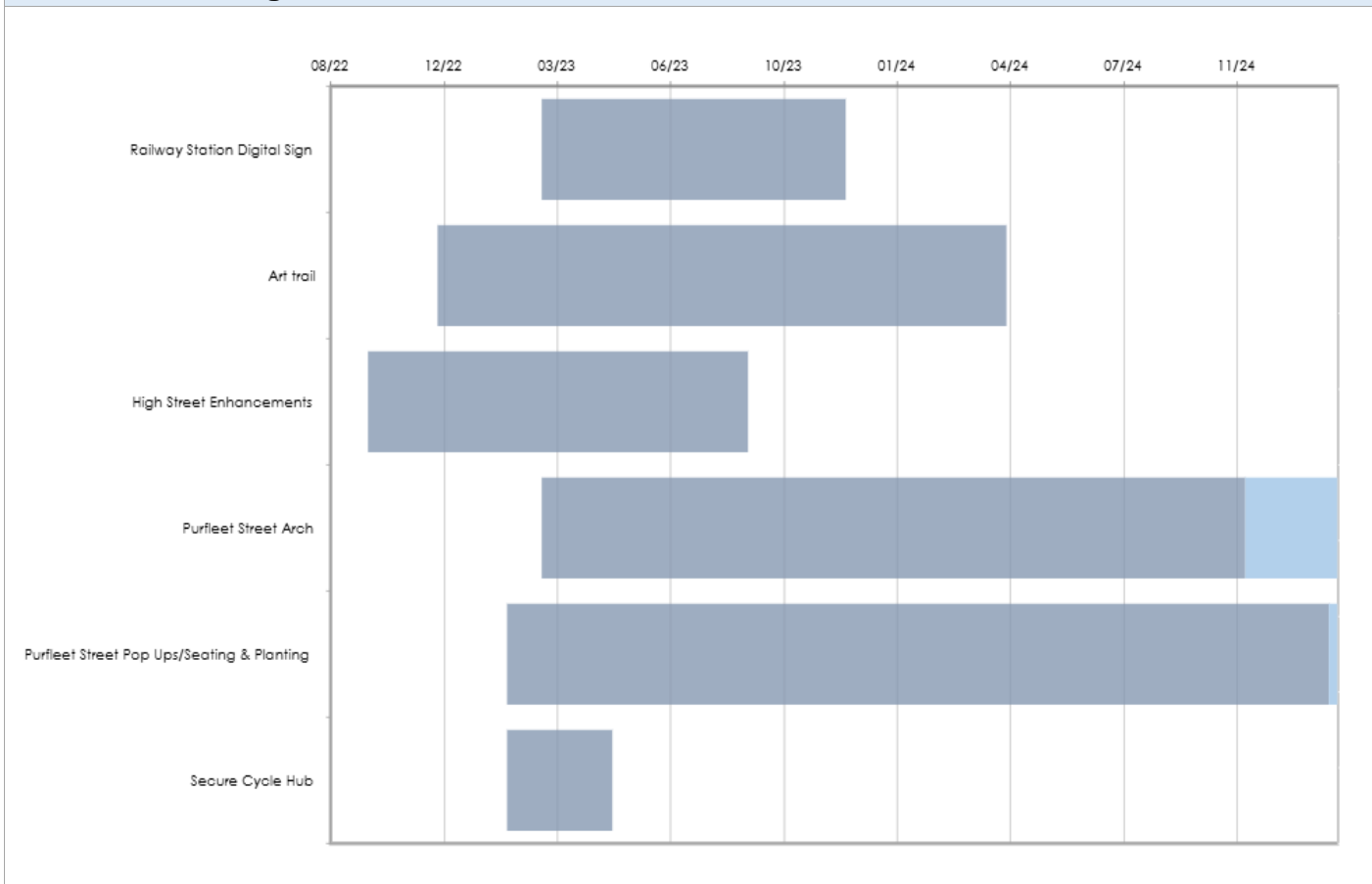
3.2 Project Contingency and Change Control

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

3.3 Financial Commentary

Actuals to date are £0.39m against an overall budget of £0.35m. Actuals are slightly over budget, there is a review of staff costs which is intended to address the overspend.

4. Timelines – High Level Milestones



4.1 Timelines Commentary

Timelines currently RAG Rated AMBER. Major items are all now installed. Delays due to non delivery via manufacture of the Purfleet Street arch as previously reported and RFQ in process. Whilst this element of the work is delayed, all the Towns Fund support was committed by March 2024 and the Arch is substantially funded from the Shared Prosperity Fund with match funding from the Borough Council.

5. Resources Commentary

Resources currently RAG rated GREEN.

6. Communications and Engagement

Press release and communications prepared and will go live on 03.04.25 to announce new businesses in the Pop Ups.
Co-ordination with Discovery King's Lynn following Purfleet Street fire for business continuity.

7. Outputs and Outcomes

7.1 Outputs

Description	Target	Notes
Increased footfall in the town centre	5%	
Footfall counts	1	
Number of transport nodes with new multimodal connection points (cycle storage)	1350m ²	
Amount of public realm improved m ²	5	
No of businesses supported	5+	There are 4 pop up units now, which will support a number of businesses over the life span of the project.
No of trees planted	5	14 trees planted
Number of Finger post installations	30	
Number of artwork installations	3	Including archway, 2 currently installed.

7.2 Outcomes

Description	Notes
Increased footfall in the town centre	
Improve the accessibility and attractiveness of key routes	
Improve the perception of the place by residents, visitors and businesses	

8. Other Matters

Item	Comment
General stage progress	Design and installation: Railway Station Benches and planting – complete Digital Sign – complete Artwork x 2 – complete. Purfleet Street Arch – delayed. All planning and NCC licenses in place. Purfleet Street Pop Ups and street furniture installed. Utilities – water and electricity connections have been installed, issue with drainage resolved. Installed Cycle hub – complete. Purfleet Street planters- complete.
Procurement progress	Individual project elements; with in house co-ordination. Remaining orders to place – new Purfleet Street arch order.
Proposed form of contract (e.g., JCT, NEC, Traditional, D&B)	A variety of contracts will be used. In some cases, they are suppliers T&C's, in other they are on standard council terms. As we do not have a one stop shop approach, each element is procured independently, and the council is acting as the contractor.
Proposed route to market (e.g., IOTT, Framework i.e. DPS, HPCS, LCP)	Single source supply for digital sign, containers, steelwork cladding, and archway. Other - Invitations to Quote, Locally Advertised, and approved local contractors as per standing orders.
Legal progress	License to fix arch to Boots and Cashino buildings with legal. Flyover licenses with NCC for archway. Pitch licenses with NCC and Street trading licences for pop ups. Application for tables and seating required by NCC.- complete. Application for planters on highway required by NCC complete.
Local schemes / dependencies	Licensing process for digital signage with Network Rail has conditional approval. Final information of as fitted drawing and fire stopping report needed from Hollywell to complete sign off- being sought from Hollywell.

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:	Jan 2022					Feb 2023		
Approved by:	KLTB					KLTB		

Latest approved document: PID February 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