



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: | Q3 2025-26 |
| Capital Code: | C8171 | Client Dept: | Strategic Housing & Planning | Lead Designer: | N/A | Cost Consultant: | N/A |
| Project Code: | P-21.09 | | | End User (if applicable): | | Contractor on Site: | N/A |

Management Summary

| | 1.Overall RAG 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 | A | 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 early Q4 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. Additional external resource remains in place until the Collaboration Agreement is complete with Norfolk County Council assisting with costs to assist with the land acquisition aspects.
- The Collaboration Agreement is now in an agreed final form and currently out for signature. Expected completion in Jan 2026

1.1 Decisions required by the Officer Major Projects Board

- None

1.2 Achievements during this period

- NCC Planning Committee granted permission for the WWHAR Nov 2025

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]

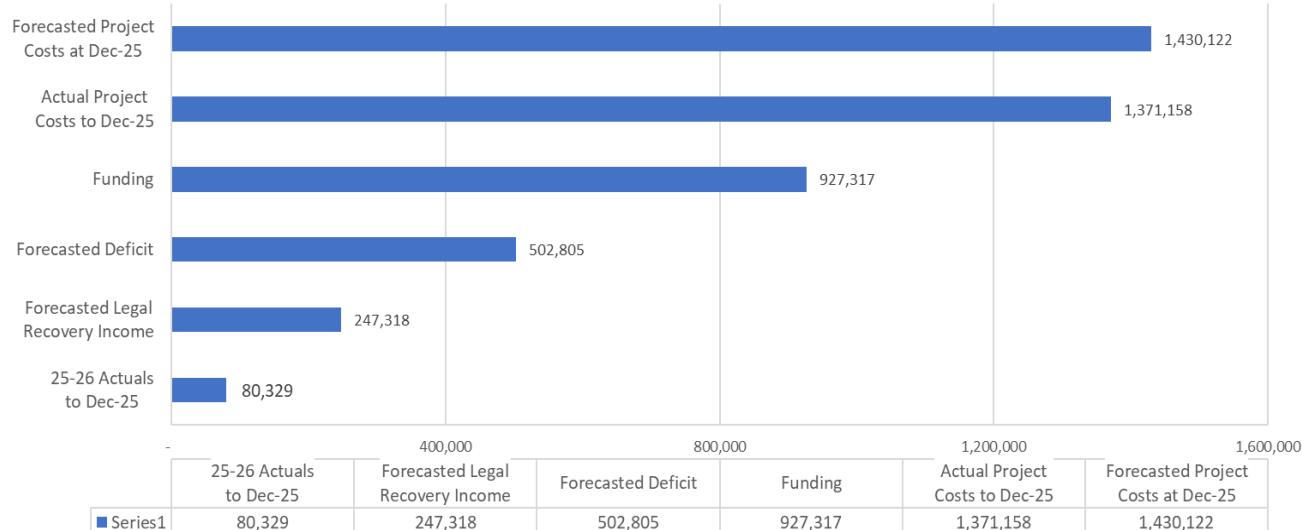
An issue is something that has happened

| 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

West Winch
Actuals and Budgeted Costs as at 31st December 2025



3.2 Financial Commentary

Financial RAG rating is currently AMBER

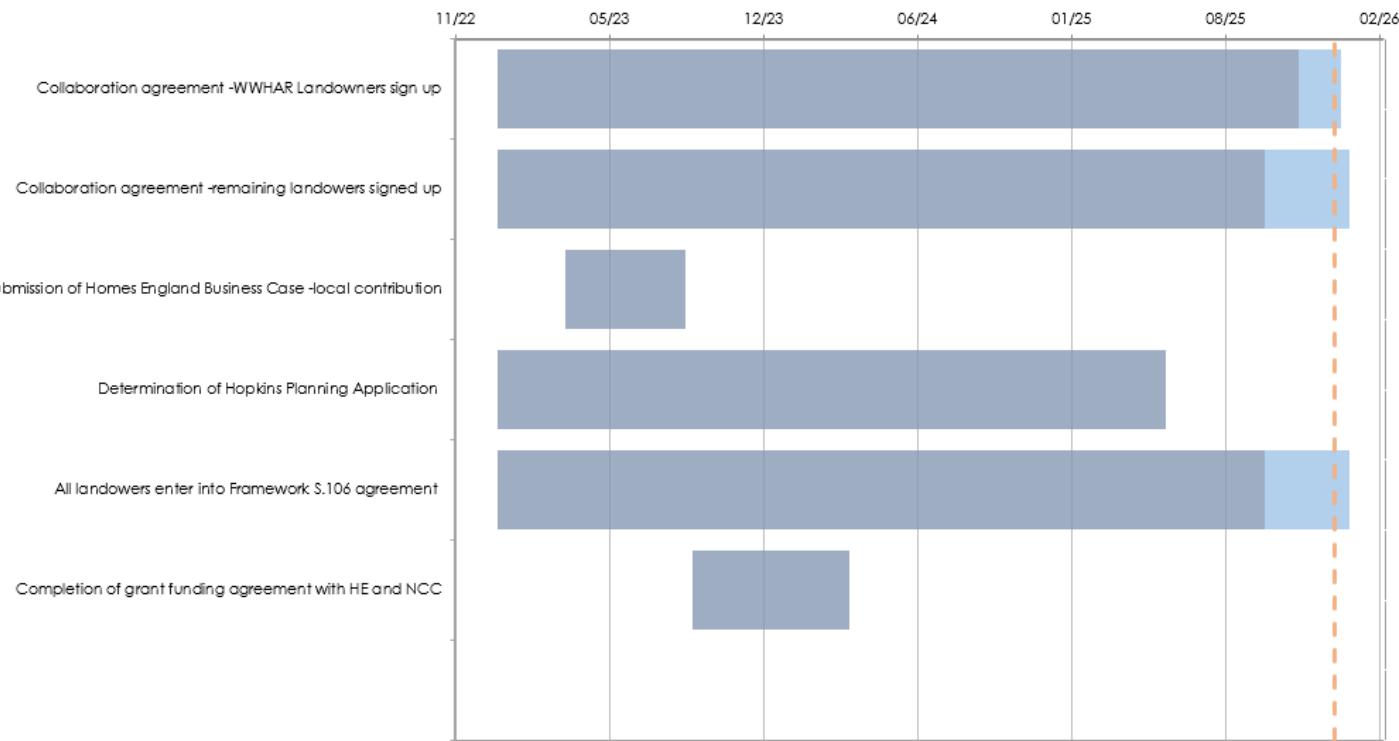
- Overall actuals for the project are £1.4m, current forecasted funding is £0.9m which includes funding from Business Rates Pool and expected recovery of legal fees from landowners leaving a £0.5m deficit.
- The overspend is provisionally included with the medium-term financial plan and capital programme for consideration by Cabinet and Council in February 2026. Work to reduce the estimated £0.5m deficit through legal cost recovery continues, whilst this action enables financing of the forecast budget for the 2026-27 financial year.
- As noted above some legal costs are expected to be recovered from Landowners and developers totalling £0.25m.
- 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 - Achieved Nov 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

- Collaboration agreement agreed in final form. Expected to complete in Jan 2026
- 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.

5. Resources Commentary

RAG rating is GREEN

- Additional resource remains in place until completion of Landowner Collaboration Agreement.
- 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 - Next meeting being planned for Feb/Mar 2026.
- 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 2025 | Discussions ongoing. Expected to complete Jan 2026 |

7.2 Outcomes

| Description | Target | Notes |
|--|-------------|-------|
| To unlock strategic barriers to delivery of the site by working in partnership with Norfolk County Council to expedite 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 be brought to a position where: <ul style="list-style-type: none"> ▪ 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. Further funding being sought from Homes England by NCC to cover additional National Grid Gas cost increases. 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 landowner's collaboration agreement. This work will continue through 2026 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 Council's adopted Local Plan and is the largest housing allocation in the borough. It is critical to: <ul style="list-style-type: none"> ▪ 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 | | | | | |

Last approved document: Cabinet Report August 2023

| Spend – Budget variance (Inc. Contingency) | | Milestone Delivery RAG Status | | Risk & Issue RAG status | |
|--|---------------------------------------|-------------------------------|---|-------------------------|--|
| R | More than 10% over or under budget | R | 13 weeks or more behind the critical path | R | Need 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 to 12 weeks less behind the critical path | G | Can be managed |