



P-21.04

NORA 4 Project Highlight Report

Project Name:	NORA 4	Project Manager:	James Grant	Project Sponsor:	David Ousby	Report covers period of:	June & July 2023
Capital Code:	C8100	Client Dept:	Corporate Projects		Lead Designer:	LPL	
Project Code:	P-21.04	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	G	G	G	G	G	G
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Project Definition

Project Stage: RIBA Stage 7: Use

Objectives: Delivery of 105 homes at NORA 4 (37 Open Market, 52 PRS, 16 Affordable) - ACP Funded

Scope: Phase 4 of housing delivery on the Nar Ouse Regeneration Area, delivered as part of BCKLWN Major Housing Programme

1. Overall Status (high-level summary)

Overall Status currently green due to:

- Project is completed, with final units now in handover process
- Whilst delayed (as a result of external market pressures), the scheme remained largely on programme
- Project finances remain healthy, with profit expected to significantly exceed the targets set within the original cabinet decision
- Project team commencing formal BCKLWN Post Project Evaluation Process
- Project team now managing utility, road, and open space adoptions, and managing management company handover process

1.1 Decisions required by the Officer Major Projects Board

- Post Project Evaluation Terms of Reference and process to be agreed.
- Note predicted actual profit / surplus increased from £460,000 to £2.6m (subject to DMA profit share payment 10% to LPL)

1.2 Achievements during this period

- All properties are now completed.
- Tenancy started for 7 PRS units in June and 12 in July.

2. Risks and Issues

2.1 Key Risks [all red and increasing amber]

A risk is something that may happen

Risk ID (0/13)	Risk Title	Description	RAG Status	Risk Category	Mitigation	Dated Comments
N/A		N/A				

2.2 Key Issues [all red and increasing amber]

An issue is something that has happened

Issue ID (0/13)	Issue Title	Description	RAG Status	Issue Type	Resolution Plan	Dated Comments
N/A		N/A				

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

3. Financial Summary

	Total approved budget (Includes contingency) £	Total spend to date £	Total variance to date Underspend (Overspend) £	Approved budget 2023/24 £	Total spend 2023/24 £	Current year forecast 2023/24 £	Current year variance between budget and forecast £	Total remaining contingency budget £
Current Month:								
Capital Expenditure	17,601,355	17,368,842	232,513	£1,153,148	920,634	£1,153,148	0	0
Revenue Expenditure	0	0	0	0	0	0	0	0
Grant Income	-1,340,000	-1,340,000	0	0	0	0	0	0
Other Income*	-21,789,876	-7,640,669	-14,149,207	-3,034,907	0	-3,034,907	0	0
Net position	-5,528,521	8,388,172	-13,916,693	-1,881,759	920,364	-1,881,759	0	0
Last Month:								
Net position	-5,582,521	8,108,828	-13,637,349	-1,881,759	641,290	-1,881,759	0	0

3.1 Project Financials

In future months, graphs will be shown here

3.2 Project Contingency and Change Control

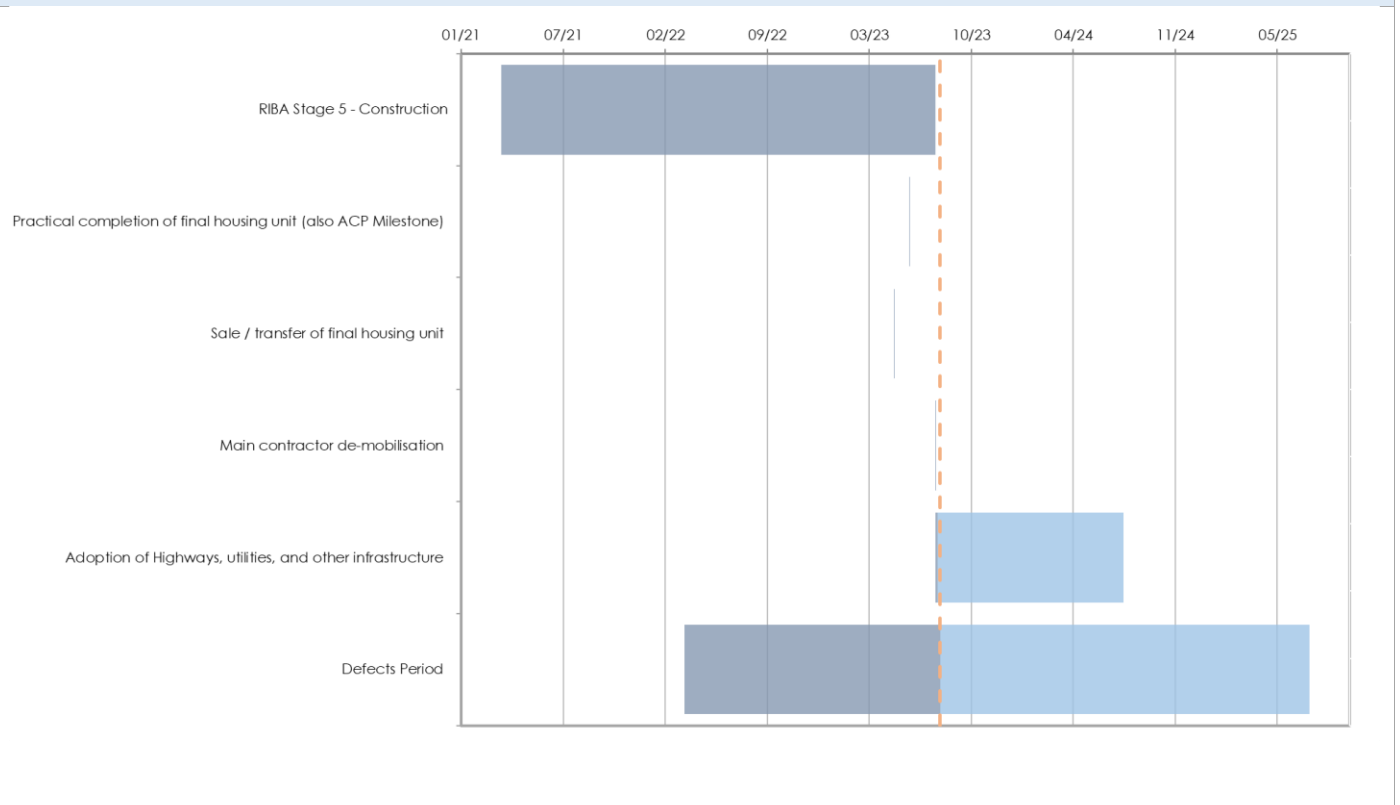
Change Ref	Description	Cost Impact	Programme Impact	Other Impact	RAG Status	Approval given by	Date of change
N/A							

3.3 Financial Commentary

Financials are currently Green.

No changes to project financials. Conversion of housing units for refugee housing – sold at market rate – to have no negative impact on income. No outstanding financial risks realised. Awaiting income from WNP Ltd and WNHC Ltd for disposal of rental / affordable units.

4. Timelines – High Level Milestones



4.1 Timelines Commentary

Timeline is Green – Delay to practical completion due to sub-contractor issues – which impacted subsequent trades, but still met ACP requirements. Minor delay in context of wider project is minimal.

5. Resources Commentary

Resources currently Green. Project being delivered by Internal BCKLWN team. Project Officer fully engaged with project and with full understanding of issues. Clerk of works returned from long-term sickness absence.

6. Communications and Engagement

- Residents have been kept update on progress by LPL. Letter to be sent to residents on project completion.
- The project partnership team, BCKLWN, Lovell, and the wider supply team, had a project completion photograph on the 30th June 2023.
- The project team is undertaking investigations into a post-completion community engagement programme to help integrate buyers into the local community. A communications plan would need to be developed to support & promote these activities.
- Creating communities free drop-in event at St Michaels School planned for 12th August 2023 in association with Lily, AWN, LPL

7. Outputs and Outcomes

7.1 Outputs

Description	Target	Notes
Delivery of:		
Private Rental Units	48	Changed from 52

Open Market Sale Units	35	Changed from 37
Affordable Units	22	Changed from 16, to deliver additional LAHF units (Refugee Social Housing Scheme)
Total	105	
Net Surplus	£460,000	As per Cabinet Decision - 4th February 2020. Note final account predicted actual profit £2.6m (subject to DMA profit share payment 10% to LPL)
Delivery Pace in accordance with Accelerated Construction Programme Funding		
Contribution of housing units towards BCKLWN 5-year housing supply requirements	105 units – 2022-2023	
Private rental units to contribute towards WNP Ltd housing supply.		

7.2 Outcomes

Description	Notes
Social value	<p>LPL have reported on the social value outputs on the scheme. Whilst a full report is to follow highlights relating to NORA 4 include:</p> <ul style="list-style-type: none"> • 11 Apprenticeships created in 2022/23 • 6 College & School Engagements in 2022/23 • 99.87% of waste diverted from landfill • Considerate Contractors score averaging 43 out of 45 • Subcontractors: <ul style="list-style-type: none"> ○ 51% Norfolk ○ 24% West Norfolk ○ 39% within 30 miles of the site • Suppliers <ul style="list-style-type: none"> ○ 43.7% Norfolk ○ 24.6% West Norfolk ○ 32.3% within 30 miles • Use of SMEs - 97.6% • Living Wage – 100% of Lovell staff.

8. Other Matters

Item	Comment
General stage progress	RIBA Stage 7 – Use
Procurement progress	No outstanding procurement required. Lovell appointed. Sub-contractor appointments completed for all trades.
Proposed form of contract (e.g., JCT, NEC, Traditional, D&B)	PPC 2000 Contract Signed - 22/10/20
Proposed route to market (e.g., IOTT, Framework i.e., DPS, HPCS, LCP)	Disposal of properties on open market
Legal progress	Ongoing advice required from Gately PLC relating to sectional agreements
Legal instruction form issued?	Gateley PLC appointed to undertake conveyancing services
Statutory updates	Statutory adoption processes to be undertaken post completion. Compliance conditions to be discharged.
Health and safety	Lovell Partnerships Ltd appointed Principal Contractor and Principal Designer
Local schemes / dependencies	Refugee Social Housing Scheme. Six additional houses will now be sold to West Norfolk Housing Company Ltd, as opposed to being PRS.

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	11/20	TBC	N/A	TBC	02/20	10/20	08/23		
Approved by	N/A	N/A	N/A	DG	LPA	DG	N/A	DG	Cabinet	MO	JG		

Latest Approved Document: Signed Contract (BCKLWN & LPL) – 22/10/2020

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