



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:	Geoff Hall	Report covers period of:	June & July 2023
Capital Code:	C8171	Client Dept:	Strategic Housing & Planning	Lead Designer:	NA		
Project Code:	P-21.09	End User (if applicable):	-	Cost Consultant:	NA		
				Contractor on Site:	NA		

Management Summary

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

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 Amber. The project areas that the Brough Council are currently leading are programmed to complete by the end of 2023. Financials, issues and milestones are all where they are expected to be. Capacity is red and reflects the critical stages the project is at in relation to funding applications to central government which requires more resource at particular stages.

1.1 Decisions required by the Officer Major Projects Board

- None

1.2 Achievements during this period

- Authority obtained by Cabinet on 1st August to enter the Collaboration Agreement as a landowner to secure the objectives of the Councils adopted Masterplan SPD and give confidence to government that the land for the WWHAR can be secured and delivered.

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. Financial Summary

	Total approved budget (Includes contingency) £	Total spend to date £	Total variance to date <i>Underspend (Overspend)</i> £	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	0	0	0	0	0	0	0	0
Revenue Expenditure	1,000,000	952,613	47,387	0	0	0	0	0
Grant Income	(500,000)	(562,408)	62,408	0	0	0	0	0
Other Income*	(500,000)	(86,883)	(413,117)	0	0	0	0	0
Net position	0	303,322	(302,322)	0	0	0	0	0
Last Month:								
<i>Net position</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>

*will vary for each project

3.1 Project Financials

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						

In future months, a graph will be inserted here

3.3 Financial Commentary

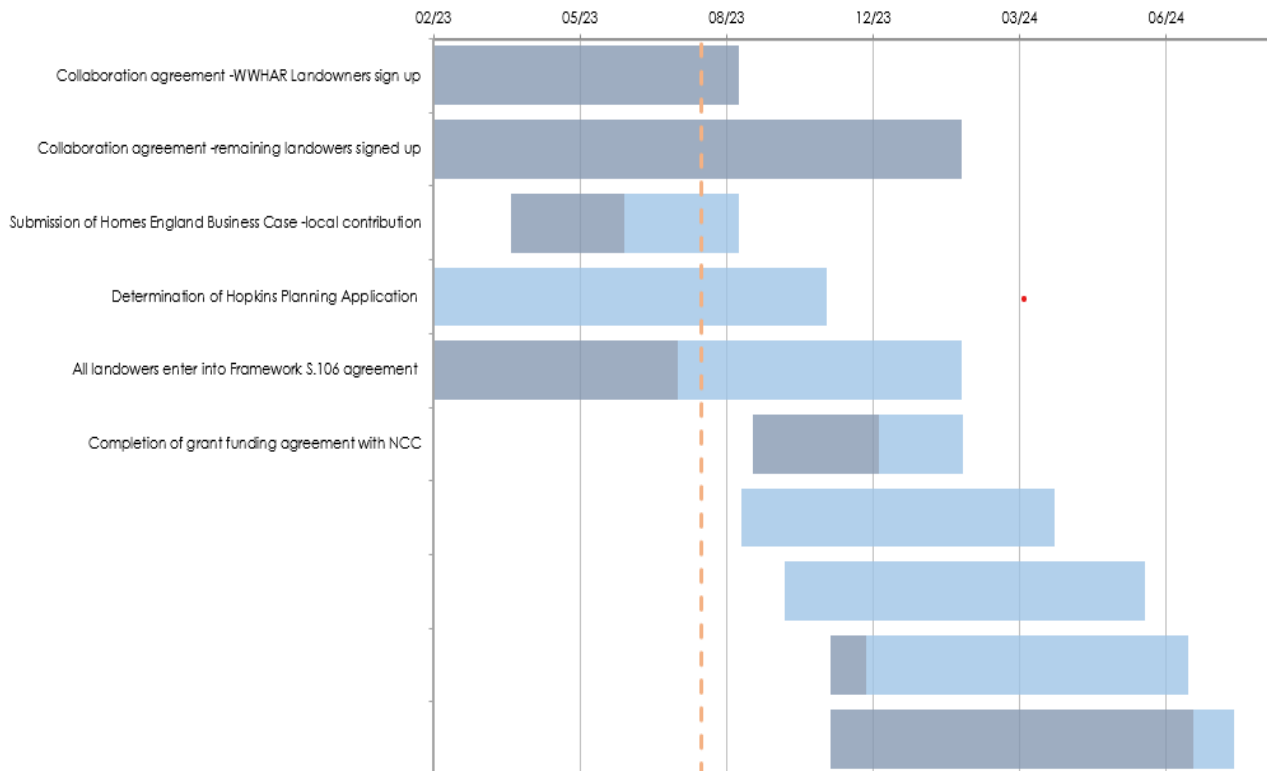
Financial RAG rating is Green and is where it is expected to be.

£500,000 from Business Rates Pool

£500,000 from Borough Council

Note 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.

4. Timelines – High Level Milestones



Norfolk County Council Milestones

- Results of Public Consultation on WWHAR published Summer 2023
- Submission of Planning Application for WWHAR Summer/Autum 2023 (NCC lead)
- Submission of Outline Business Case to Department for Transport (DFT) Summer/Autum 2023 (NCC lead)

4.1 Timelines Commentary

RAG rating is Green. All Borough Council milestones to be met and completed this year, are all currently progressing on time. All of the above high level milestones are critical tasks that must be met prior to the submission of both funding business cases to Department for Transport and Homes England in Summer/Autumn 2023.

Future milestones will be determined once Government funding outcomes are known.

5. Resources Commentary

Red RAG rating is to reflect the Council's overall limited staffing capacity.

Review of project capacity and resource currently taking place to support future business case work for Homes England and the timescales required.

6. Communications and Engagement

Joint Communications Plan with NCC

Two formal Stakeholder Groups;

- Landowners Stakeholder Group – meet quarterly. Last meeting Dec 22
- West Winch External Stakeholder Group (Parish Councils, Ward Members, Neighbourhood Plan Group) – meet quarterly. Last meeting held 17th July 23

Dedicated web pages on Council's Website

Social media messaging on specific messages and consultation events

Email updates where appropriate to both stakeholder groups and Council members

Public Consultation events – online and face to face

Further public drop in session being planned for Autumn 23

First edition of quarterly Newsletter currently being prepared. Expected Distribution Sept 2023

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	Aug 23	Draft produced. Currently being considered by relevant landowners and developers
Collaboration Agreement entered into by all necessary landowners (WWHAR landowners initially)	Aug 23	

7.2 Outcomes

Description	Target	Notes
<p>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:</p> <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 discussions with Homes England are well underway. All of these areas are expected to be completed this year. 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 well beyond 2023.
Legal instruction form issued?	May 2019 – External legal advisors appointed
Local schemes / dependencies	<p>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;</p> <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						
Status:	✓	✓						
Date Approved:	Sept 2018	Aug 2023						
Approved by:	Cabinet	Cabinet						

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