



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:	February 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 now complete and handed over to the Business Operations Team, who will manage the use and operations.
- Operators are lined up to commence operations, with paperwork being finalised at the end of February. There is more demand for the food and beverage units over the retail ones but meanwhile uses for the retail units, such as display areas for BCKLWN projects, are being explored for any empty periods incurred.
- Trees and bespoke planters are ready for delivery but awaiting permission from Norfolk County Council for the Street Furniture Licence application (re-submitted after additional planters were added to the brief).
- Order for Purfleet Street arch cancelled due to no delivery from supplier.
- New Request for Quote to go to local craftspeople.

1.1 Decisions required by the Town Board

- None

1.2 Achievements during this period

- New Street Furniture Licence submitted to Norfolk County Council (Highways).
- Bespoke planters have been manufactured.
- Original arch request for quote reviewed under new Procurement Guidelines.
- Local company The Pizza Slice Guy and a local catering company wanting to start a street food offer are to start renting the F&B units.

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
2/22	Street Furniture Licence not granted for	Application resubmitted due to additional planters at New Conduit and Broad	A	Low	It is unlikely that the application will be refused, but engagement	28/02/2025

	planters on Purfleet Street.	Street. Coincided with a new starter at NCC Highways not familiar with the project/scheme.			with the new Highways Officer has been undertaken and a site meeting planned.	
	No responses or no suitable responses to RFQ for Purfleet Street Arch	Failure to get any suitable responses to the RFQ for the new artist for the Purfleet Street arch. This would lead to this element of the project not taking place.	A	Low	The previous RFQ did not receive sufficient responses suggesting (at least at the time) that artists are willing to quote for the work. The requirement of the arch to be hand forged will be removed, widening the options for craftspeople to quote.	28/02/2025

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
(2/5)						
	Delay to manufacture of the Purfleet street Arch	Fransham Forge unable to fulfil order. Order cancelled.	A	Delay to programme	After several months of chasing the supplier, the order has now been cancelled. A new RFQ will go out to hopefully find a different manufacturer.	28/02/2025
	Licence with Boots for Purfleet Street Arch	Boots' 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. TDB member has supplied an additional contact at Boots who may be able to move licence issue along. BCKLWN chasing Boots' legal team for updates. TDB interim chair has offered to write to Boots.	28/02/2025

3. Project Financials

Rail to River Actuals, Budget and Forecasted spend as at 28th February 2025



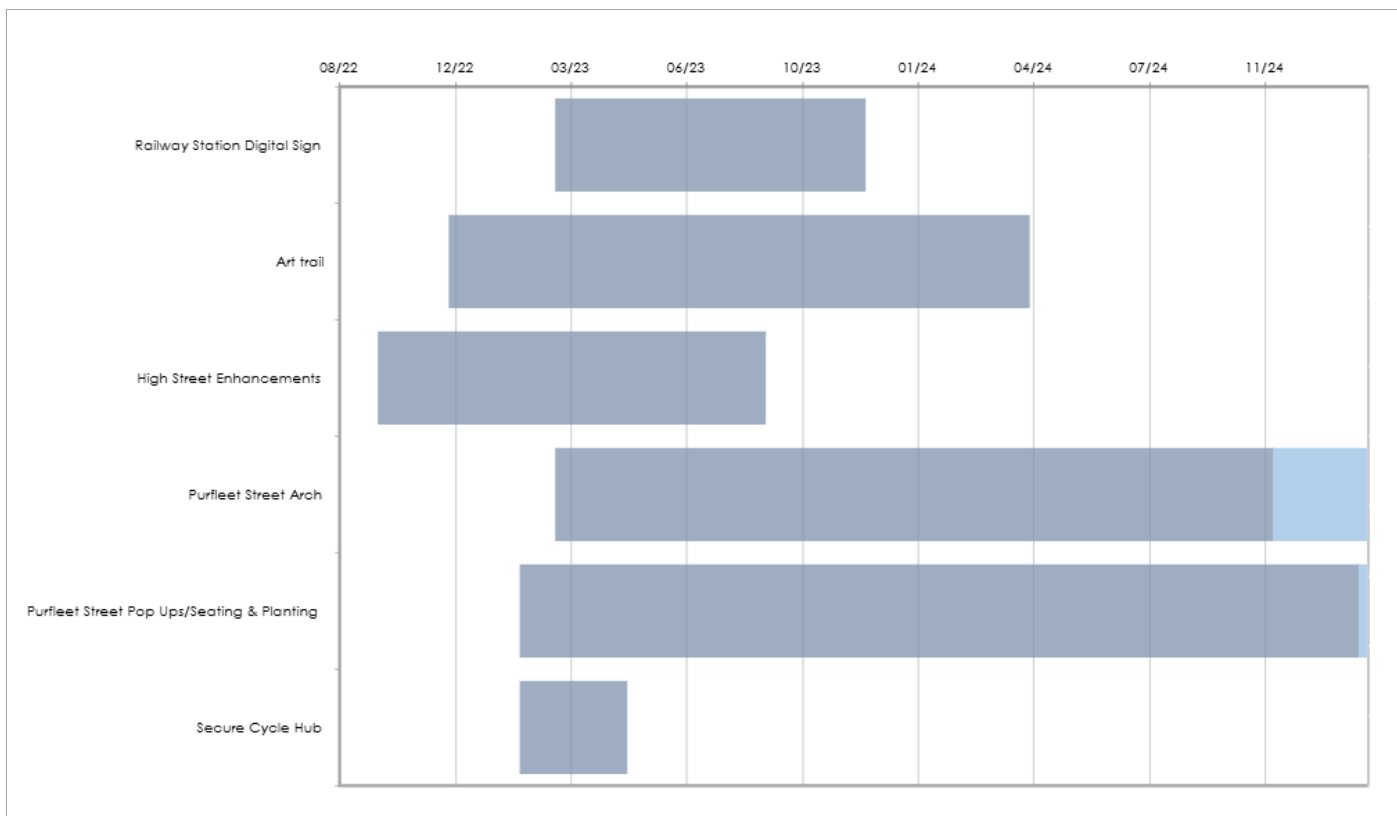
3.2 Project Contingency and Change Control

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 £0.37m 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 being prepared for when the first businesses go into the Pop-Up units.

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	8 Trees will now be installed in Purfleet Street
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. Delay in manufacturing of arch continues. Purfleet Street Pop Ups and street furniture installed. Utilities – water and electricity connections have been installed, issue with drainage resolved. Installed Cycle hub – complete
Procurement progress	Individual project elements; with in house co-ordination. Remaining orders to place – chairs and tables for Purfleet Street, new 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.- in progress. Application for planters on highway required by NCC- in progress.
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

Milestone Delivery RAG Status	
R	13 weeks or more behind the critical path

Risks & Issues RAG Status	
R	Needs immediate attention

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

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

A	Needs attention before next project review
G	Can be managed