



P.21-16

King's Lynn Library Project Highlight Report

Project Name:	King's Lynn Library	Project Manager	Verity Bennett	Project Sponsor:	Sarah Rhoden	Report covers period of:	April 2026
Capital Code:	C8435	Client Dept:	NCC Community Services	Lead Designer:	Hudson Architects		
Project Code:	P.21-16	End User (if applicable):	King's Lynn residents and visitors to the town	Cost Consultant:	Turner and Townsend		
				Contractor on Site:	Mace		

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
Last Report	G	G	G	G	G	G

Project Definition

Project Stage: RIBA Stage 5

Objectives:

- Develop a co-located 'community multi-use hub' facility in the town centre of King's Lynn
- Provide skills and educational opportunities for residents starting at entry level. Develop new community adult learning education and higher education courses that meet skills needs in the Town.
- Develop new community partnerships to provide a variety of programming and community support offers from the hub
- Provide services and facilities for start-ups and local businesses

Scope: To create a modern, accessible library, learning, and community hub in the heart of King's Lynn town centre.

1. Overall Status (high-level summary)

Overall RAG status is GREEN

- As the Library is now open, this will be the final Project Highlight Report; a Post Project Evaluation has been started, and will be provided to the Board in due course

1.1 Decisions required by the Neighbourhood Board

- No decisions required this month

1.2 Achievements during this period

- **The library successfully opened to the public on Monday 16th March.**
- In addition to 19 Free weekly activities the library has a monthly programme of events.
- Partners such as NCLS, Family Hubs, DWP and Food for Thought are operating from the building with more looking to run sessions.
- Adult Learning courses started at the new library on 23rd March and in the first month delivered:
 - 20 Functional Skills exams
 - 50 individuals have started 57 courses
 - There are already a further 28 learners with 30 enrolments across a range of subjects to the end of the academic year

2. Risks and Issues

2.1 Key Risks [all red and increasing amber] – something that may happen

Risk ID (0/25)	Risk Title	Description	RAG Status	Risk Category	Mitigation	Dated Comments



2.2 Key Issues [all red and increasing amber] – something that has happened

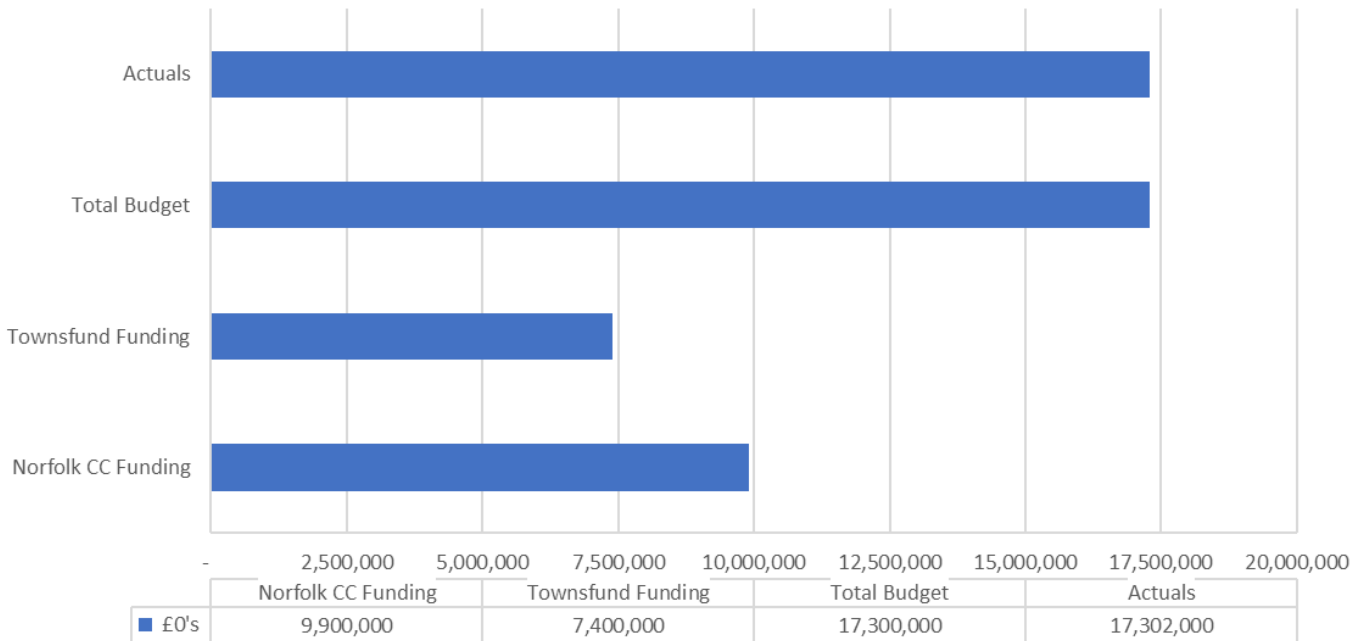
Issue ID (0/2)	Issue Title	Description	RAG Status	Issue Type	Resolution Plan	Dated Comments

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

Note: will vary for each project

3.1 Financial Summary

Kings Lynn Library
Actuals, Budget and Forecasted spend as at 30th April 2026



3.2 Financial Commentary

Financial RAG rating is GREEN

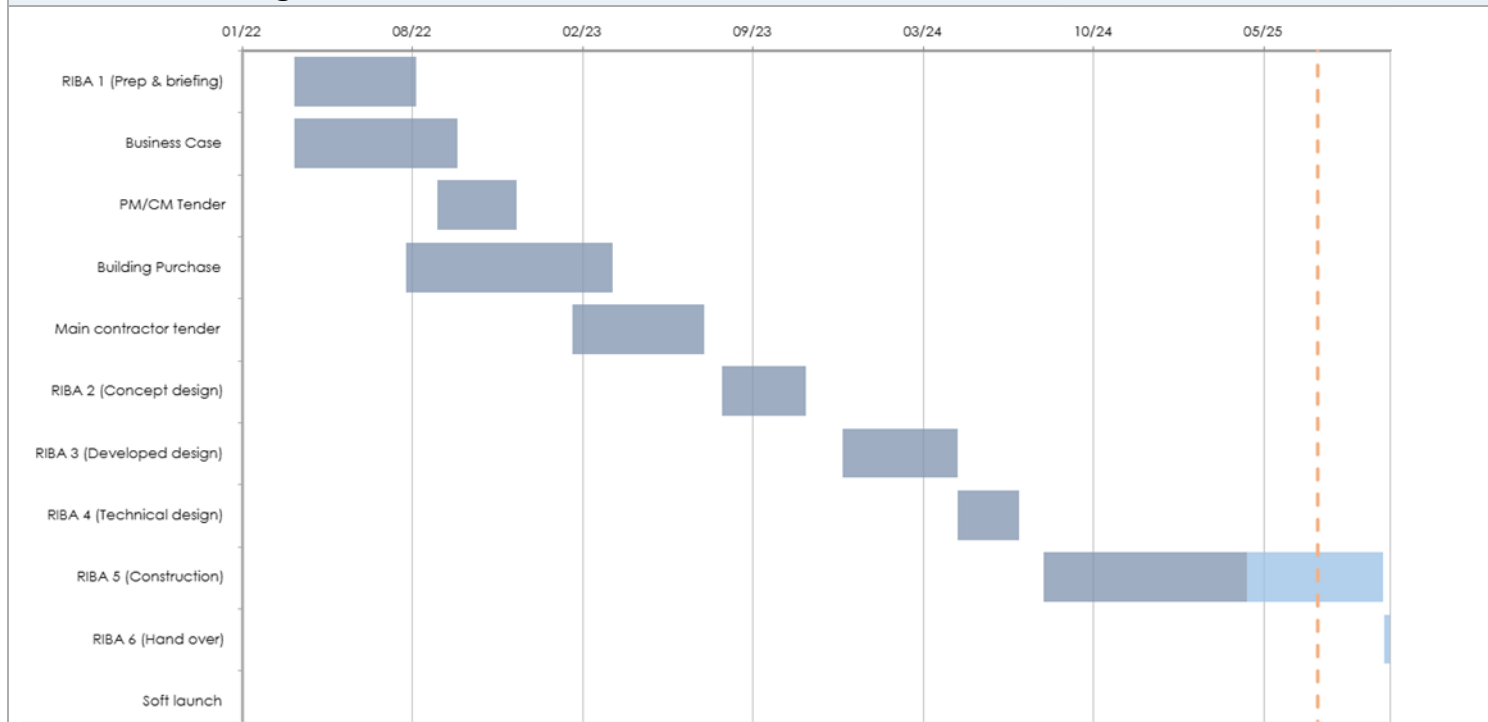
- Total project actuals to date are £17.3m against an updated budget of £17.3m and is on budget. Some minor costs are still expected over the coming months along with some credit notes for flooring and other.
- Overall, the project is forecasted to be on budget at £17.3m
- Costs in 25-26 total £12.5m, with prior year costs totalling £4.8m.
- The funding from the Town Deal fund was £7.4m and £9.9m from Norfolk County Council, totalling £17.3m.

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



4.1 Timelines Commentary

The library has opened to the public

5. Resources Commentary

Resources remain GREEN

6. Communications and Engagement

- The library successfully opened its doors on Monday 16th March.
- The first month we welcomed 32,000 visitors (compared to 4100 on the equivalent weeks last year)
- Visitor numbers have been averaging over 7000 each week since opening.
- Local history: Unlocking the Archive event taking place on June 13th. This is in partnership with Unlocking the Archive from UEA, visitors will be able to interact with these unique items from the St. Margaret's Special Collection,
- Business and Intellectual Property Centre launch event is scheduled for 24th June. The morning will be a more formal event for our partners to show off the space and facility and the afternoon will be a networking event with a couple of talks for prospective customers and visitors
- The BIPC support businesses from the first spark of inspiration to successfully starting and developing your business.
- They offer:
 - Free and low-cost access to £5 million worth of business intelligence
 - Business publications - both in branch and online
 - One-to-ones, workshops and networking events
 - Intellectual property (IP) support
 - This is available to aspiring entrepreneurs, start-ups and more established SMEs in Norfolk.

7. Outputs and Outcomes

Outcomes

Description	Target	Notes
Amount of capacity of new or improved training or education facilities	5,200	achieved
Number of learners enrolled in new education and training courses	100pa	78 as of end of April



Number of learners / trainees / students enrolled at improved education and training facilities	350pa	As above
Number of learners/students/trainees gaining certificates, graduating or completing courses at new or improved training or education facilities, or attending new courses	100pa	20 exams completed so far
# of potential entrepreneurs assisted to be enterprise ready	32pa	BIPC Launch on 24 th June
Improved perceptions of place by residents, visitors, and businesses	70%	Positive feedback in opening month
Increased footfall to the town centre	200,000 pa ²⁵	Borough Stats

Outputs		
Description	Targets	Notes
Number of new cultural facilities	1	1
Number of derelict buildings refurbished	1	1
Number of public amenities / facilities created`	1	1
Amount of new office space – meeting rooms and hot desking	400sqm	400sqm
Amount of floor space repurposed (commercial) – spaces available for commercial hire	425sqm	425sqm
# of transport nodes with new multimodal connection points	1	1

8. Other Matters	
Item	Comment
General stage progress	RIBA Stage 5, Construction
Procurement progress	As above
Proposed form of contract (e.g. JCT, NEC, Traditional, D&B)	JCT Design and Build (D&B)
Proposed route to market (e.g. IOTT, Framework i.e. DPS, HPCS, LCP)	Framework
Legal progress	Exchange and Completion on building complete
ICT, FF&E update	FF&E development in progress
Stakeholder engagement (comms)	As above
Local schemes / dependencies	Concept study of Baxter's Plain public realm (outside scope of MUCH)

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 [RIBA 4 Design]	Final PID [pre-post tender]
Status:	✓	✓	✓	✓	✓	✓	✓	✓
Date Approved:		Sept 22	Nov 22	May 23	July 23	Jun 24	Jun 25	
Approved by:		TDB	TDB	PB	PB	PB	PB	

Last approved document: PID May 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



FOOD FOR THOUGHT COOK ALONG

Join us at a cooking station in the brand new Training Kitchen at King's Lynn Library*

Wednesdays 9.30am - 11.30am
15 April - 1 July 2026

FREE TO ATTEND

COOK ALONG WITH US

LIVE COOKING DEMOS

TASTING SESSIONS

01553 616200
askfilly.org.uk

01553 616200
askfilly.org.uk

*Booking essential

1st Saturday of month
Autism Youth Group 11am - 1pm FREE [D]
Friendly supportive group that connects young people and their families in a welcoming, understanding space

3rd Saturday of month
Autism Acceptance JAC 10.30am - 12.30pm FREE [D]
A casual, friendly meet up in the library for autistic adults, families and friends over a brew

2nd Sunday of month until May (1st Sunday from June)
Fantasy Book Group 2pm - 3pm FREE [D]
A book group for those who share a passion for books with dragons, magic and fantasy worlds

All our monthly groups are **FREE** drop-in events

Most of our groups and activities are free. We rely on donations to support them & buy materials please donate if you can.

Like us on Facebook

Address: 46 New Conduit St, King's Lynn,
PE30 1DL ☎ 01553 772568
✉ kings.lynn.lib@libraries.norfolk.gov.uk

MONTHLY

2nd Monday of month
Record Club 5.30 - 6.30pm FREE [D]
An hour of great music and friendly chat

1st Wednesday of month
Local History 2pm - 3pm FREE [D]
Explore and discuss King's Lynn and West Norfolk history

1st Friday of Month (starting 1st May)
Friday Book Club 5.30pm - 6.45pm FREE [D]
Meet up and chat about this months exciting new read

Last Friday of month
Careers Advisor 9.30am - 12noon FREE [D]
Help and support with your career journey

1st Saturday of month until May (Last Saturday from June)
Family Hubs 10am - 11:30pm FREE [D]
Information on activities, groups and organisations for families and advice for parenting issues

NCLS Legal Advice - By Appointment Only
Specialist legal triage advice - FREE and Confidential

Friday 10th April Friday 8th May
Monday 1st June Monday 22nd June

MONDAY **WEEKLY**

Knit, Stitch & Natter 10.15am - 12.15pm FREE [D]
Bring your knitting or crochet and enjoy a friendly chat

Bounce & Rhyme 10.30 - 11am FREE [D]
Come and join us for a sing-along! Suitable for ages 0-5

Just a Cuppa 2pm - 3pm FREE [D]
Drop-in and meet others for a friendly chat over a brew

TUESDAY

Bereavement Café 12pm - 2pm FREE [D]
Informal get together for those who have been bereaved, come along for a chat over a cuppa

Colour Yourself Calm 2pm - 4pm FREE [D]
Colouring group for adults - do something gentle and creative for your mental health, pens and paper provided

WEDNESDAY

Scrabble 10.15am - 12.15pm FREE [D]
Come join a game of scrabble or two

Just a Cuppa 11am - 12pm FREE [D]
Drop-in and meet others for a friendly chat over a brew

Seated Exercise 1.30pm - 3pm £4 per session [B]
Older adults seated exercise class come along and try it out!

[D] Drop-in [B] Booking essential



WEDNESDAY cont.		WEEKLY
Adult Lego	5pm - 6.30pm	FREE [D]
Exclusive for adults, come along and chat while creating whatever you like with your childhood favourite!		
THURSDAY		
Bounce & Rhyme	10.30am - 11am	FREE [D]
Songs, rhymes and new playmates! Suitable for ages 0-5		
Stay & Play	11am - 12pm	FREE [D]
An hour of play immediately following Bounce & Rhyme, chat with parents and let your little ones have fun!		
English Exchange	2pm - 5pm	FREE [D]
Informal weekly sessions perfect for anyone wanting to practise their English in a safe and welcoming place		
1-1 IT Support	5.30pm - 6.30pm	FREE [B]
Digital help to get online with our volunteer - from setting up an email address, to job seeking or searching the internet - call 01553 772568 to book		
FRIDAY		
The Margery Kemp Trust	10.30am - 12.30pm	FREE [D]
Creative Writing Group		

[D] Drop-in [B] Booking essential

FRIDAY cont.		WEEKLY
Just a Cuppa	2pm - 3pm	FREE [D]
Drop-in and meet others for a friendly chat over a brew		
Job Club	2pm - 5pm	FREE [B]
1-1 help to format CVs, search for jobs, or apply for universal credit - call 01553 772568 to book		
Lego Club	4pm - 6.00pm	FREE [D]
What can you create with Lego bricks! Suitable for children aged 5+ <i>Children under 8 must be accompanied by an adult</i>		
SATURDAY		
Lego Club	10:30am - 12.30pm	FREE [D]
What can you create with Lego bricks! Suitable for children aged 5+ <i>Children under 8 must be accompanied by an adult</i>		
Games Time	1.30pm - 3.30pm	FREE [D]
Bring a friend & enjoy playing card, tabletop and board games! This group is for our junior and teen members		
SUNDAY		
Step Inside with Open Library		
Scan your card for access and make yourself at home -browse, borrow, return, collect reservations, use our PCs or photocopier, weigh your baby, or simply enjoy the space and maybe a friendly conversation!		