



The Technical Desk

TD-04 · USER GUIDE · VERSION 1.0

Abnormals and constraints register

Every constraint logged with its risk, owner and cost, ready for the appraisal.

Who it's for

Land, technical and commercial teams pricing a site, and boards and funders who want to see what sits behind the abnormals line in an appraisal.

In this guide

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What this tool does

TD-04 is the Technical Desk's flagship tool. It holds up to 30 constraints, each with a likelihood and impact score, owner, mitigation and cost allowance. It totals the abnormals per home and per acre, shows how much of the total is quoted, suggests a contingency for allowances not yet quoted, ranks the top open risks, and plots them on a 5 x 5 risk matrix.

What's in the workbook

Tab	What it's for
Guide	How to use the tool, in brief.
Summary	Total abnormals, cost per home and acre, confidence, top risks and figures for LD-01.
Register	Site settings and the register of constraints.
Risk matrix	Open risks counted by likelihood and impact.
Licence	Your licence details and terms.

Using the workbook

You'll see	What it means
White cell, blue text	Your inputs. These are the only cells you can change.
Black text	Calculated. Locked so formulas can't be overwritten by accident.
Green text	Pulled from another tab.
Blue cell	The key result on that tab.
Red text	Something needs attention: a late date, a high risk or an expiring quote.

The worked example is already filled in, so you can see how every input should look. Replace it with your own figures; nothing else needs setting up.

Step by step

- 1 **Settings.** Enter the homes and net developable acres. Check the high and medium bands and the contingency for each confidence level.
- 2 **Constraints.** Add each constraint with its category, description and source.
- 3 **Score.** Rate likelihood and impact from 1 to 5.
- 4 **Cost.** Enter the allowance and whether it is Quoted, Estimated or an Allowance.
- 5 **Manage.** Name an owner and mitigation, and move items to Mitigated or Closed as they are resolved.
- 6 **Report.** Copy the total from the Summary into the land appraisal and cost plan.

Key inputs

Input	What to enter	Worked example
Likelihood and impact	1 (low) to 5 (high).	Pumping station 5 x 4
Allowance	The cost you expect to carry.	£210,000
Confidence	Quoted, Estimated or Allowance.	Quoted
Contingency	Percentage added by confidence level.	5%, 15%, 30%

Reading the results

Result	What it tells you
Total abnormals	Sum of every allowance on the register.
Per home and per acre	Total divided by homes and by net developable acres.
Suggested contingency	Each open allowance times the contingency for its confidence level.
Confidence rating	High when 75% of the total is quoted, medium from 40%, otherwise low.
Top open risks	Open items ranked by risk score, then by cost.

The worked example

Figures are illustrative, to show how the tool works. They are not market evidence.

Worked example	Result
Site	Land off Mill Lane, 45 homes, 6.2 net acres
Total	£820,000, or £18,222 a home
Biggest items	Piled foundations £380,000; foul pumping station £210,000; section 278 £160,000; off-site biodiversity units £70,000
Confidence	Low: 34% of the total is quoted
Risk-adjusted	£915,000 with a £95,000 suggested contingency

Tips from practice

- Log constraints with no cost too. A £0 line with a high risk score is a warning to the board.
- Turn estimates into quotes before exchange. The confidence rating shows the board how firm the total is.
- Keep the register live after purchase. It becomes the commercial team's risk list in CM-07.



Questions

Why does the risk matrix differ from my bands?

The matrix shading uses the default bands. The ratings on the Register follow whatever bands you set.

Do closed items count in the total?

Yes, their allowance stays in the total as a record, but they carry no contingency and leave the top risks list.

Where do the figures go?

The total goes into the abnormalities line of LD-01. The itemised register goes into CM-07 on the Commercial Desk.

Your licence

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This tool supports, and does not replace, professional judgement and advice. Check every input against your own evidence before relying on the result.