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## Project Briefing

Project identifier		
<b>[1a] Unique Project Identifier</b>	TBC by Corporate Programme Office once passed Gateway 1	<b>[1b] Departmental Reference Number</b>
<b>[2] Core Project Name</b>	Barbican Postern Roof & No.2 Wallside Garden Balcony Renewal latter omitted 24Jan2024 to be undertaken by Reactive	
<b>[3] Programme Affiliation (if applicable)</b>	No	

Ownership	
<b>[4] Chief Officer has signed off on this document</b>	Paul Murtagh: Assistant Director, Housing & Barbican- Signed-off via an email: Mon 27/03/2023 10:02
<b>[5] Senior Responsible Officer</b>	Jason Hayes
<b>[6] Project Manager</b>	Francis Connolly Mobile: <b>07 856 281 217</b> Email: <a href="mailto:francis.connolly@cityoflondon.gov.uk">francis.connolly@cityoflondon.gov.uk</a> Dept of Community & Children's Service. Housing Property Services. Barbican Estate Office. 3, Lauderdale Place, Barbican. EC2Y 8EN

Description and purpose					
<b>[7] Project Description</b>					
A roof renewal for The Postern and a garden balcony for No.2 Wallside is required as a result of continual water leaks.					
<b>[8] Definition of Need: What is the problem we are trying to solve or opportunity we are trying to realise (i.e. the reasons why we should make a change)?</b>					
Rainwater is leaking through the ceilings at: <ul style="list-style-type: none"> <li>The postern roof felt has deteriorated and allowed water through resulting in the insulation being saturated and damaged. The consequences of this is that water is now leaking into the residents rooms below.</li> <li>No.2 Wallside, floor tiles have become defected causing water to penetrated underneath them &amp; leak into the communal stairwell ceiling underneath.</li> </ul>					
<b>[9] What is the link to the City of London Corporate plan outcomes?</b>					
[1] People enjoy good health and wellbeing. [9] Our spaces are secure, resilient, and well-maintained.					
<b>[10] What is the link to the departmental business plan objectives?</b>					
The Asset Management Plan. The Stock Investment programme. HH&SRS (Housing Health & Safety Rating System) Room are warm, comfortable, and free from Dampness.					
<b>[11] Note all which apply:</b>					
<b>Officer:</b> Project developed from Officer initiation	Y	<b>Member:</b> Project developed from Member initiation	N	<b>Corporate:</b> Project developed as a large scale Corporate initiative	N
<b>Mandatory:</b>	Y	<b>Sustainability:</b>	Y	<b>Improvement:</b>	N

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Compliance with legislation, policy and audit		Essential for business continuity		New opportunity/ idea that leads to improvement	
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<b>Project Benchmarking:</b>	
<b>[12] What are the top 3 measures of success which will indicate that the project has achieved its aims?</b>	
<These should be impacts of the activity to complete the aim/objective, rather than 'finishes on time and on budget'>>	
1) Improve comfort and wellbeing for the residents, illuminate water penetration	
2) EPC rating	
3) Asset value maintained	
<b>[13] Will this project have any measurable legacy benefits/outcome that we will need to track after the end of the 'delivery' phase? If so, what are they and how will you track them? (E.g. cost savings, quality etc.)</b>	
Residents to be happy that the leaks currently experienced will be no more.	
<b>[14] What is the expected delivery cost of this project (range values)[£]</b>	
<b>Lower Range estimate: £259,000</b> (Basic £230,000 (No. 2wallside £15K removed 25Jan24) + (fees-Staff & Consultant@12.5% £29,000)= <b>£258,000</b>	
<b>Upper Range estimate: £323,000</b> Basic + Fees + (Cost Risk Provision@25%£65,000)= <b>£323,000</b>	
<b>[15] Total anticipated on-going revenue commitment post-delivery (lifecycle costs)[£]:</b>	
The life cycle is a minimum 25 year (covered by warranty)-35 years before potential replacement. No maintenance should be required for the roof or garden canopy.	
<b>[16] What are the expected sources of funding for this project?</b>	
City Fun recoverable by service charges from leaseholders	
<b>[17] What is the expected delivery timeframe for this project (range values)? Are there any deadlines which must be met (e.g. statutory obligations)?</b>	
Lower Range estimate: start Autumn 2023 – end date Winter 2023	
Upper Range estimate: start spring 2024– end date Summer 2024	

<b>Project Impact:</b>	
<b>[18] Will this project generate public or media impact and response which the City of London will need to manage? Will this be a high-profile activity with public and media momentum?</b>	
Not expected	
<b>[19] Who has been actively consulted to develop this project to this stage?</b>	
<(Add additional internal or external stakeholders where required) >	
Project Board	
Chamberlains: Finance	Officer Name: No

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Housing programme Board	
Chamberlains: Procurement	Officer Name: No
IT	Officer Name: N/A
HR	Officer Name: N/A
Communications	Officer Name: N/A
Corporate Property	Officer Name: No
External	
<b>[20] Is this project being delivered internally on behalf of another department? If not ignore this question. If so:  Please note the Client supplier departments.  Who will be the Officer responsible for the designing of the project?  If the supplier department will take over the day-to-day responsibility for the project, when will this occur in its design and delivery?</b>	
Client	N/A
Supplier	N/A
Supplier	N/A
Project Design Manager	N/A
Design/Delivery handover to Supplier	N/A