

<b>Committee(s):</b> Streets & Walkways Finance	<b>Date(s):</b> 13 January 2014 21 January 2014
<b>Subject:</b> Progress Report – Holborn Circus Area Enhancement	<b>Public</b>
<b>Report of:</b> Director of the Department of the Built Environment	<b>For Information</b>
<b><u>Summary</u></b>	
<u>Dashboard</u> Green	
<u>Brief description of project</u>	
<ul style="list-style-type: none"> <li>• £3m major highways project;</li> <li>• Hatton Garden to be converted to one-way working (at its southern end only);</li> <li>• St Andrew Street to be redirected from the junction onto New Fetter Lane;</li> <li>• The creation of a new public space adjacent to St Andrews Church;</li> <li>• Relocation of the Grade 2 Listed Prince Albert Statue; and</li> <li>• All footways to be replaced with York stone paving.</li> </ul>	
<b>Recommendation</b> – That the report be noted.	

### Overview

<b>1. Success Criteria</b>	Unchanged from Gateway 5 report.
<b>2. Project Scope and Exclusions</b>	Unchanged from Gateway 5 report.
<b>3. Link to Strategic Aims</b>	Unchanged from Gateway 5 report.
<b>4. Within which category does the project fit</b>	Unchanged from Gateway 5 report.
<b>5. What is the priority of the project?</b>	Given that works are already underway, it is essential that this project is completed.
<b>6. Governance arrangements</b>	<p>Project Manager reporting to Assistant Director, with monthly Senior Officer Review meetings with the Transportation &amp; Public Realm Director.</p> <p>In addition, weekly meetings are held on-site where the project manager reviews progress with the construction team and communications manager. A key focus of these meetings is the safe operation of the site, and the review of any requirement for additional communications (either through e-bulletins, door-</p>

	stopping or new signage).																												
<b>7. Resources Expended To Date</b>	<p>Prior to Gateway 5, a total of £237,700 had been expended on the project. All of this was externally funded.</p> <p>Since Gateway 5, the following resources have been expended (figures correct to end October '13):</p> <table border="1"> <thead> <tr> <th></th> <th>Approved</th> <th>Spent</th> <th>Balance</th> </tr> </thead> <tbody> <tr> <td>Works</td> <td>£2,715,512</td> <td>£2,486,568</td> <td>£228,944</td> </tr> <tr> <td>Construction</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Supervision</td> <td>£120,000</td> <td>£61,834</td> <td>£58,166</td> </tr> <tr> <td>Project Management</td> <td>£79,900</td> <td>£63,087</td> <td>£16,813</td> </tr> <tr> <td>Communications &amp; Events</td> <td>£72,500</td> <td>£28,363</td> <td>£44,137</td> </tr> <tr> <td><b>Total</b></td> <td><b>£2,987,912</b></td> <td><b>£2,639,852</b></td> <td><b>£348,060</b></td> </tr> </tbody> </table>		Approved	Spent	Balance	Works	£2,715,512	£2,486,568	£228,944	Construction				Supervision	£120,000	£61,834	£58,166	Project Management	£79,900	£63,087	£16,813	Communications & Events	£72,500	£28,363	£44,137	<b>Total</b>	<b>£2,987,912</b>	<b>£2,639,852</b>	<b>£348,060</b>
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### Progress

<b>8. Reporting Period</b>	Mid-way point in works.												
<b>9. Summary of progress since last report</b>	<p>The project has progressed substantially since submission of the Gateway 5 report. Key milestones include:</p> <ul style="list-style-type: none"> <li>• Prince Albert Statue and Plinth removed from junction and currently undergoing restoration;</li> <li>• Completion of works on St Andrew Street;</li> <li>• Completion of public square; and</li> <li>• Substantial completion of works on Holborn Viaduct.</li> </ul>												
<b>10. Programme</b>	The project is progressing on-programme.												
<b>11. Budget</b>	<p>The project budgets remain unchanged from those reported at Gateway 5.</p> <table border="1"> <thead> <tr> <th>Funding Source</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>TfL (incl additional £100k):</td> <td>2,406,000</td> </tr> <tr> <td>LB Camden:</td> <td>20,000</td> </tr> <tr> <td>S106 (Fleetway House &amp; New St Square):</td> <td>253,000</td> </tr> <tr> <td>OSPR: (as approved at Gateway 4)</td> <td>308,912</td> </tr> <tr> <td><b>Total</b></td> <td><b>2,987,912</b></td> </tr> </tbody> </table>	Funding Source	£	TfL (incl additional £100k):	2,406,000	LB Camden:	20,000	S106 (Fleetway House & New St Square):	253,000	OSPR: (as approved at Gateway 4)	308,912	<b>Total</b>	<b>2,987,912</b>
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<b>12. Risk</b>	<p>The project faces risks typical to any highways project in the City, such as i) delays due to poor weather; ii) problems caused by unexpected ground conditions or the presence of unexpected utilities apparatus in the highway.</p> <p>As we are now mid-way through the project, the possibility of discovering unexpected utilities apparatus is reducing, but remains present. However, we are now entering the winter</p>												

	<p>period so the risks associated with weather-related delays will increase over the next few months.</p> <p>A risk which is specific to this project stems from the discovery of unexpected BT ducts running under the proposed statue location. These ducts were found at approximately 2m below ground level, beyond the range of ground scanning equipment. BT had no knowledge that they had apparatus in this location. Subsequent investigation has revealed that the ducts are carrying fibre-optic cables.</p> <p>The presence of these ducts has forced us to redesign the foundation for the statue, as the currently proposed foundation design requires piling which would go straight through the BT ducts. Relocating the ducts has been investigated but ruled out owing to cost (in excess of £550k).</p> <p>The statue foundation design is currently being revised to avoid piling through the ducts. If the design can be completed by early in the new year, the project will remain on target. However, any significant delay in this redesign will impact upon the overall project programme.</p> <p>The potential cost impact is currently being assessed. It is anticipated that we will incur additional design fees; however, as the revised design is likely to use fewer piles than the original design, it is likely that the construction will cost less. Overall, we expect the two factors to balance out, meaning that the overall impact is revenue-neutral.</p>
<p><b>13. Communications</b></p>	<p>Given the scale of the project, a considerable communications exercise has been implemented.</p> <p>A communications strategy was established on the run-up to the main works period, where key stakeholders were identified and contacted. Stakeholders have been categorised in accordance with their status with respect to the project, where their status is determined by how interested they are in the project, and how much the project could affect them. Approximately 4,500 residents/businesses were contacted by letter to advise them of the upcoming works, whilst over 1,000 businesses/stakeholders were contacted by email.</p> <p>Prior to the beginning of the main construction period, a drop-in session was held in the main reception area of 33 Holborn (Sainsbury's head office). The purpose of this session was for any stakeholders to meet with project officers for a detailed explanation of the works and how they would affect individual stakeholders. This was an extremely useful session, which allowed us to amend some elements of the works to minimise their impact upon stakeholders. Across the entire day, a total of 350 members of the public approached officers with enquiries about the scheme/works.</p> <p>As the works have progressed, stakeholders have been</p>

	<p>provided with weekly updates via our E-Bulletin, whilst the City website has been updated to provide general information about the project. The weekly E-Bulletin is received by 58 City Members, 30 key stakeholders and 174 other interested parties. A total of 27 E-Bulletins have been sent out to date; an example is attached as Appendix 1.</p> <p>The project has a dedicated Communications Officer who, in addition to coordinating our planned communications, is responsible for reacting to incoming communications. Incoming communications range between 5-10 queries per week, with the majority of queries being solved by simply referring the respondent to the City website.</p> <p>Occasionally, in-coming communications relate to businesses affected by specific aspects of the works. In these cases, the Communications Officer organises a site meeting between the affected business owner and our project engineer, where ways to minimise/mitigate the impact of the works are agreed.</p>
<b>14. Benefits achievement</b>	N/A: project not complete.
<b>15. Lessons</b>	<p>Given the scale of this project (£3m), and the potential for disruption resulting from undertaking extensive works at a major traffic junction, we have received very few complaints about the Holborn Circus works.</p> <p>We have attributed this to the proactive approach to communications that we have employed on this scheme. As a result, we will be utilising this approach on other projects.</p>

### Appendices

<b>Appendix 1</b>	Sample E-Bulletin
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### Contact

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