Committees:		Dates:
Projects Sub Committee IT Sub Committee		10 May 2017 26 May 2017
Subject: Open Mediated Wi-Fi	**Gateway 7 Outcome Report Light**	**Public**
Report of: Chamberlain		**For Decision**
Report Author: Kevin Mulcahy, Head of IT –Projects & Programmes		

Summary

• Capital Project Number	32 1000 26
• Project Status Compared to GW2	Budget : Green Specification: Green Programme: Green
• Project Status Compared to GW5	Budget: Green Specification: Green Programme: Green
• Project status	Green
• Timetable	Close Phase 1 of Open Mediated Wi-Fi Project (May 2017). The phase is complete pending approval of this report (May 2017).
• Total Estimated Cost @ Gateway 5	£159,250
• Total estimated cost	£159,2500
• Spend to date	£140,700
• Overall project risk	Green

Recommendations

1. It is recommended that the project be closed.

Main Report

1.	**Brief description of project**	Provide a reliable, robust, and appropriately sized public Wi-Fi facility within a number of COLC and COLP premises for the use of business partners, Members and events attendees.
2.	**Assessment of project against SMART Objectives**	Project has delivered Wi-Fi into the 4 sites specified in Phase 1 of this Project (Guildhall, Bishopsgate, Walbrook Wharf, Mansion House) within time and budget. Additional sites are now being delivered under separate funding streams.

3.	**Assessment of project against success criteria**	1. Robust Wi Fi delivered to all event sites in scope providing reliable Wi-Fi capability for use by by members, professional external partners, visitors and for guest at events / functions 2. Delivery within time and budget
4.	**Key Benefits**	**1.** A reliable Wi-Fi solution replaced the aging and unreliable Wi-Fi capacity. **2.** Essential service issues during meetings and presentations which is detrimental to the image of CoL & CoLP and making event sites, such as Mansion House, more attractive to corporate clients **3.** Reliable Wi-Fi underpins the greater use of iPads and other mobile devices by Members and the potential migration to paperless committee meetings.
5.	**Was the project specification fully delivered (as agreed at Gateway 5 or any subsequent Issue report)**	Yes
6.	**Programme**	The project was completed within the agreed programme
7.	**Budget**	The project was completed within the agreed budget Verified
	Final Account Verification	Please confirm whether or not the Final Account for this project has been verified. * State any outstanding issues, actions to be taken and timescales for resolution. There are no outstanding financial issues.

Review of Team Performance

8.	**Key strengths**	1. Excellent liaison with stakeholders allowing issues to be rectified and addftional requirements to be implemented quickly and efficiently.
9.	**Areas for improvement**	1. Tighter management of main supplier to maintain delivery pace and reduce lead times where possible.
10.	**Special recognition**	1. N/A

Lessons Learnt

11. Key lessons	1. Initial requirements gathering did not fully consider the use cases of the Remembrancers Events team with regard to client bandwidth needs, coverage, configuration requirements / presentation etc.
12. Implementation plan for lessons learnt	1. Projects should fully engage with key users as early as possible in the requirements capture phase.

Contact

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