

# Project Briefing

Project identifier			
<b>[1a] Unique Project Identifier</b>	12348	<b>[1b] Departmental Reference Number</b>	
<b>[2] Core Project Name</b>	100 Fetter Lane s278		
<b>[3] Programme Affiliation</b> (if applicable)			

Ownership	
<b>[4] Chief Officer has signed off on this document</b>	Yes
<b>[5] Senior Responsible Officer</b>	Tom Noble
<b>[6] Project Manager</b>	Nick Howdle-Smith

Description and purpose					
<b>[7] Project Description</b>					
<p>Deliver public realm enhancement to the area surrounding the new development at 100 Fetter Lane. The enhancements may include but are not limited to:-</p> <p>a) improvements to pedestrian crossing facilities at the junction of Bream's Buildings, Fetter Lane and New Fetter Lane to better facilitate east/west pedestrian movement,</p> <p>b) works to tie the new building line and new route into the public highway on Mac's Place,</p> <p>c) public highway lighting improvements,</p> <p>d) the provision of an on-street blue badge parking space within the vicinity of the Site,</p> <p>e) footway surrounding the site to be replaced with York stone, and</p> <p>f) any cycle improvements necessary to allow access to the cycle parking.</p>					
<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>					
<p>A planning permission to demolish and redevelop an office building and public house at 100/108 Fetter Lane (21/00454/FULMAJ) was granted on 29th September 2021. The new pedestrian activities attracted to the the development necessitates changes to the highways to improve the street environment ensuring enhanced safety and attractiveness for road users aswell as reparations to existing highway resulting from the construction works. The proposed site lies within the Fleet Street Business Improvement District.</p>					
<b>[9] What is the link to the City of London Corporate plan outcomes?</b>					
<p>[1] People are safe and feel safe.</p> <p>[2] People enjoy good health and wellbeing.</p> <p>[9] Our spaces are secure, resilient and well-maintained.</p> <p>[11] Our spaces are digitally and physically well-connected and responsive.</p> <p>[12] Our spaces inspire excellence, enterprise, creativity and collaboration.</p>					
<b>[10] What is the link to the departmental business plan objectives?</b>					
<p>[1] Advancing a flexible infrastructure that adapts to increasing capacity and changing demands. [5] Creating an accessible city which is stimulating, safe and easy to move around in [8] Improving quality of life for workers, residents and visitors</p>					
<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>	N	<b>Sustainability:</b>	N	<b>Improvement:</b>	Y

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) Improvements for walking and cycling in the proximity of the development	
2) Improvements to the attractiveness of the public realm in the proximity of the development in line with the CPR Supplementary Planning document	
3) Improved safety for all road users	
<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>	
Not applicable	
<b>[14] What is the expected delivery cost of this project (range values)[£]?</b>	
Lower Range estimate: £150,000 Upper Range estimate: £220,000	
<b>[15] Total anticipated on-going revenue commitment post-delivery (lifecycle costs)[£]:</b>	
The costs associated with highways maintenance will be confirmed at Gateway 5 when the detailed design is finalised. These costs will be met by the developer through the S278 agreement.	
<b>[16] What are the expected sources of funding for this project?</b>	
Project funded by a S278 agreement with the developer. Fees of £50,000 to progress the highway designs have been received from the developer.	
<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: May 2022 – April 2024 Upper Range estimate: May 2022 – November 2024 <Critical deadline(s):> TBC	

<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>	
N/A	
<b>[19] Who has been actively consulted to develop this project to this stage?</b>	
Chamberlains: Finance	Officer Name: Darshika Patel
Chamberlains: Procurement	Officer Name: TBC
IT	Officer Name: N/A
HR	Officer Name: N/A
Communications	Officer Name: N/A
Corporate Property	Officer Name: N/A
External	
<b>[20] Is this project being delivered internally on behalf of another department? If not ignore this question. If so:</b>	

<b>Please note the Client supplier departments.</b> <b>Who will be the Officer responsible for the designing of the project?</b> <b>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	Department:
Supplier	Department:
Supplier	Department:
Project Design Manager	Department:
Design/Delivery handover to Supplier	Gateway stage: <Before Project Proposal>, <Post Project Proposal>, <Post Options Appraisal>, <Post Detailed design>, <Post Authority to start work>