

Project Briefing

Project identifier			
[1a] Unique Project Identifier	12347	[1b] Departmental Reference Number	
[2] Core Project Name	Wood Street Police Station s278		
[3] Programme Affiliation (if applicable)			

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

Description and purpose	
[7] Project Description	
Deliver public realm enhancement to the area surrounding the new development at Wood Street Police Station. The enhancements may include but are not limited to:- 1. Carriageway redesign including maintaining the existing cycle route on Wood Street; 2. Consultation, removal and/or relocation of current kerbside activity including taxi rank and police bay (including the full length of Wood Street and Love Lane) 3. Repaving the footway 4. Crossover removal on Love Lane 5. Landscaping works including trees and other greenery, seating, lighting and cycle parking 6. Redesign of the priority junction between Love Lane and Wood Street 7. Access ramp extension including stopping up; and 8. Any other works required to tie into the existing street network.	
[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)?	
A planning decision to refurbish the Wood Street Police Station building and change of use to 'hotel' (20/00773/FULL) was made on 30th September 2021. The new pedestrian and commercial 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.	
[9] What is the link to the City of London Corporate plan outcomes?	
[1] People are safe and feel safe. [2] People enjoy good health and wellbeing. [9] Our spaces are secure, resilient and well-maintained. [11] Our spaces are digitally and physically well-connected and responsive. [12] Our spaces inspire excellence, enterprise, creativity and collaboration.	
[10] What is the link to the departmental business plan objectives?	
[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	
[11] Note all which apply:	
Officer:	Y
Member:	N
Corporate:	N

Project developed from Officer initiation		Project developed from Member initiation		Project developed as a large scale Corporate initiative	
Mandatory: Compliance with legislation, policy and audit	N	Sustainability: Essential for business continuity	N	Improvement: New opportunity/ idea that leads to improvement	Y

Project Benchmarking:	
[12] What are the top 3 measures of success which will indicate that the project has achieved its aims? <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	
[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.)	
Not applicable	
[14] What is the expected delivery cost of this project (range values)[£]?	
Lower Range estimate: £850,000 Upper Range estimate: £1,200,000	
[15] Total anticipated on-going revenue commitment post-delivery (lifecycle costs)[£]:	
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.	
[16] What are the expected sources of funding for this project?	
Project funded by a S278 agreement with the developer. Fees of £100,000 to progress the highway designs have been received from the developer.	
[17] What is the expected delivery timeframe for this project (range values)? Are there any deadlines which must be met (e.g. statutory obligations)?	
Lower Range estimate: May 2022 – March 2024 Upper Range estimate: May 2022 – October 2024 <Critical deadline(s):> TBC	

Project Impact:	
[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?	
Possible media interest from conversion of Wood Street Police Station	
[19] Who has been actively consulted to develop this project to this stage?	
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	
[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?	
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>