

Project Briefing

Project identifier			
[1a] Unique Project Identifier	TBC	[1b] Departmental Reference Number	N/A
[2] Core Project Name	Salisbury Square Development Highways Works		
[3] Programme Affiliation (if applicable)	The project is a consequence of the of the development led by the City for the Courts and Police headquarters on Fleet Street known as the Salisbury Square Development.		

Ownership	
[4] Chief Officer has signed off on this document	Juliemma McLoughlin
[5] Senior Responsible Officer	Leah Coburn
[6] Project Manager	Daniel Laybourn

Description and purpose					
[7] Project Description					
Highways and public realm work to facilitate and complement the City of London Corporation's Salisbury Square Development.					
[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)?					
The City's obligations as set out in the associated Section 106 unilateral undertaking would not be fulfilled. Also, there would not be a mechanism for the required highways changes to be made. This could result in an unsafe and unpleasant environment for pedestrians. Furthermore, the City may need to fund any increases in maintenance liability costs made necessary by the development.					
[9] What is the link to the City of London Corporate plan outcomes?					
[1] People are safe and feel safe. [9] Our spaces are secure, resilient and well-maintained.					
[10] What is the link to the departmental business plan objectives?					
Providing an enhanced environment for all street users.					
[11] Note all which apply:					
Officer: Project developed from Officer initiation	N	Member: Project developed from Member initiation	N	Corporate: Project developed as a large scale Corporate initiative	Y
Mandatory: Compliance with legislation, policy and audit	Y	Sustainability: Essential for business continuity	N	Improvement: New opportunity/ idea that leads to improvement	N

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'>>	
<ol style="list-style-type: none"> 1. Making the Square Mile's streets great places to walk and spend time. 2. Making the Square Mile's air and streets cleaner and quieter 3. Climate resilience in our buildings, public spaces and infrastructure. 	
[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.)	
No.	
[14] What is the expected delivery cost of this project (range values)[£]?	
Between £3.7m - £4.7m inclusive of risk	
[15] Total anticipated on-going revenue commitment post-delivery (lifecycle costs)[£]:	
None for the works covered by this report. Commuted maintenance will be requested from the City Corporation as Developer.	
[16] What are the expected sources of funding for this project?	
Fully reimbursable 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)?	
Delivery in 2026 when the development is due to complete.	

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?	
No.	
[19] Who has been actively consulted to develop this project to this stage?	
Chamberlains: Finance	n/a
Chamberlains: Procurement	n/a
IT	n/a
HR	n/a
Communications	n/a
Legal	n/a
Planning	n/a
Corporate Property	n/a
External	n/a
[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: n/a
Supplier	Department: n/a
Supplier	Department: n/a
Project Design Manager	Department: n/a

Design/Delivery handover to Supplier	Gateway stage: n/a
---	--------------------