

# Project Briefing

Project identifier			
<b>[1a] Unique Project Identifier</b>	TBC	<b>[1b] Departmental Reference Number</b>	N/A
<b>[2] Core Project Name</b>	St Brides House, 10 Salisbury Square Section, 278 highway works		
<b>[3] Programme Affiliation (if applicable)</b>	N/A- Standalone project		

Ownership	
<b>[4] Chief Officer has signed off on this document</b>	Ian Hughes
<b>[5] Senior Responsible Officer</b>	Bruce McVean
<b>[6] Project Manager</b>	Stephen Oliver

Description and purpose
<b>[7] Project Mission statement</b>
Public Realm changes to facilitate and complement the development at 10 Salisbury Square that are aligned to all relevant strategies and guidance for the area.
<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>
The works will make public realm improvements including new seating, refreshing the existing planting and additional cycle stands St Brides Passage. These are in line with proposals in the draft Fleet Street Healthy Streets Plan.  The next steps to reach Gateway 5 include: <ul style="list-style-type: none"> <li>• Negotiations and entering into Section 278 agreement.</li> <li>• Preparatory survey work and liaison with stakeholders to develop public realm improvements with the developer.</li> </ul>
<b>[9] What is the link to the City of London Corporate plan outcomes?</b>
[1] People are safe and feel safe. [9] Our spaces are secure, resilient and well-maintained. [10] Our physical spaces have clean air, land and water and support a thriving and sustainable natural environment. [11] Our spaces are digitally and physically well-connected and responsive. [12] Our spaces inspire excellence, enterprise, creativity, and collaboration
<b>[10] What is the link to the departmental business plan objectives?</b>
2023/34 business plan <ul style="list-style-type: none"> <li>• Deliver key Strategies: Climate Action, City Plan, Transport, Air Quality, Volunteering</li> <li>• Provide Thriving, Biodiverse, relevant spaces.</li> <li>• Improve public security, safety and environmental resilience.</li> </ul>

The project meets the following Objectives of the City Transport Strategy:

The Square Mile's streets are great places to walk and spend time.  
 Street Space is used more efficiently and effectively.  
 The Square Mile is accessible to all.  
 People using our streets and public spaces are safe and feel safe.  
 More people choose to cycle.  
 The Square Mile's air and streets are cleaner and quieter.

[11] Note all which apply:

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

<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'>>
<ul style="list-style-type: none"> <li>- Improved public realm surrounding the development to help create an attractive environment that aligns well with other nearby schemes and relevant local strategies.</li> <li>- Helps to promote people cycling by providing additional short stay cycle parking.</li> <li>- Facilitates the development's operational requirements.</li> </ul>
<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>
None.
<b>[14] What is the expected delivery cost of this project (range values)[£]?</b>
Lower Range estimate: £50,000 Upper Range estimate: £150,000
<b>[15] Total anticipated on-going revenue commitment post-delivery (lifecycle costs)[£]:</b>
Maintenance costs will be covered by the project and materials are as per the City's standard pallet of materials. Any specific elements in the project will be assessed and adequate maintenance implications considered.
<b>[16] What are the expected sources of funding for this project?</b>
External Section 278 contribution.
<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: TBC Upper Range estimate: End date Q4 2026 subject to developers timescale being confirmed. <Critical deadline(s):> TBC

**Project Impact:**

<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>	
Limited. This is a standard highway and public realm improvement project.	
<b>[19] Who has been actively consulted to develop this project to this stage?</b> <(Add additional internal or external stakeholders where required) >	
Chamberlains: Finance	Olumayowa Obisesan
Chamberlains: Procurement	N/A
IT	N/A
HR	N/A
Communications	N/A
Corporate Property	N/A
External	Developer's team
External	St Brides Institute, St Brides Church
City Gardens	Jake Tibbetts
City Highways	Giles Radford
City Planning	Carl Bernhardt
<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: Environment
Supplier	N/A
Project Design Manager	N/A
Design/Delivery handover to Supplier	N/A