

# Project Briefing

Project identifier			
[1a] Unique Project Identifier	TBC	[1b] Departmental Reference Number	N/A
[2] Core Project Name	1-14 Liverpool St Section 278 highway works		
[3] Programme Affiliation (if applicable)	N/A- Standalone project		

Ownership	
[4] Chief Officer has signed off on this document	Ian Hughes
[5] Senior Responsible Officer	Gillian Howard
[6] Project Manager	Daniel Laybourn

Description and purpose	
<b>[7] Project Mission statement</b>	
<p>Highway and Public Realm changes to facilitate and complement the new development at 1-14 Liverpool St that are aligned to all relevant strategies and guidance for the area.</p> <p>The next steps to reach Gateway 5 include:</p> <ul style="list-style-type: none"> <li>• Negotiations and entering into Section 278 agreement.</li> <li>• Preparatory survey work and liaison with the required statutory undertakers and stakeholders to develop highways and public realm improvements with the developer</li> </ul>	
<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>	
Under the Section 106 Agreement the developer is obligated to fund the required works on the public highway to mitigate the impacts as a result of the new development.	
<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>[9] Our spaces are secure, resilient and well-maintained.</p> <p>[10] Our physical spaces have clean air, land and water and support a thriving and sustainable natural environment.</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>2023/34 business plan</p> <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> </ul>	

<ul style="list-style-type: none"> <li>Improve public security, safety and environmental resilience</li> </ul>					
<b>[11] Note all which apply:</b>					
<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 the priority of people walking</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>	
Improved pedestrian comfort levels in the area.	
<b>[14] What is the expected delivery cost of this project (range values)[£]?</b>	
Lower Range estimate: £350,000 Upper Range estimate: £650,000	
<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 palette 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: Q1 2023 Upper Range estimate: Q1 - 2024 <Critical deadline(s):> May 2024 – Deadline for entering into the S278 agreement, in line with the requirements of the planning permission and Section 106 agreement.	

<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>	
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	<i>Officer Name: Carl Bernhardt</i>
Chamberlains: Procurement	N/A
IT	N/A
HR	N/A
Communications	N/A
Corporate Property	N/A
External	Developer's team
External	Transport for London (for bus stand discussions, now concluded)
City Transportation	
City Highways	Giles Radford, Michelle Ross
City Planning	Carl Bernhardt
<b>[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?</b>	
Client	N/A
Supplier	N/A
Project Design Manager	N/A
Design/Delivery handover to Supplier	N/A