

# Project Briefing

Project identifier			
<b>[1a] Unique Project Identifier</b>	<i>To be provided by corporate PMO</i>	<b>[1b] Departmental Reference Number</b>	N/A
<b>[2] Core Project Name</b>	S278 Highways and Public Realm works associated with the redevelopment of Snow Hill Police Station		
<b>[3] Programme Affiliation (if applicable)</b>	N/A		

Ownership	
<b>[4] Chief Officer has signed off on this document</b>	Ian Hughes
<b>[5] Senior Responsible Officer</b>	Bruce McVean, Assistant Director Policy & Projects
<b>[6] Project Manager</b>	Leila Ben-Hassel

Description and purpose
<b>[7] Project Description</b>
<p>The project will deliver improvements to the public highway in the vicinity of the re-development of Snow Hill Police STATION, 5 Snow Hill London EC1A 2DP (Planning Permission ref. 20/00932/FULMAJ granted 30/09/2021 and 22/007/42/FULL – still to be determined).</p> <p>The project is fully funded by the developer through Section 278 agreement.</p> <p>The full scope of the highway and public realm works is yet to be developed with the owner, developer and City’s internal consultees.</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</li> <li>• liaison with developer, landowners, stakeholders and relevant City Officers</li> <li>• Design development of 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>
<p>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</p> <p>Planning Permission ref. 20/00932/FULMAJ was granted on 30 September 2021 for “External and internal alterations together with demolition and new build and associated changes of use of existing building from police station (sui generis) to hotel with ancillary uses (Class C1) – including partial demolition, rebuilding and extension to provide a building of 6 to 8 storeys incl. new plant at roof level, sub-basement extension, provision of cycle storage, highway works, greening and other ancillary works.</p> <p>The highways and public realm works are considered necessary to integrate the development in the existing City Highways and to accommodate the anticipated increase of traffic and footfall generated by the new development in that location. The design development of these works will be informed by City Policies, incl. City Transport Strategy (2019) and Climate Action Strategy (2020).</p>
<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

**[10] What is the link to the departmental business plan objectives?**

2023/34 business plan

- Deliver key Strategies: Climate Action, City Plan, Transport, Air Quality, Volunteering
- Provide Thriving, Biodiverse, relevant spaces
- Improve public security, safety and environmental resilience

**[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

**Project Benchmarking:**

**[12] What are the top 3 measures of success which will indicate that the project has achieved its aims?**

- 1) An enhanced and welcoming public realm for all users;
- 2) The increased footfall and activities level connected to the new development are accommodated well into the City's Highway.
- 3) Road safety enhanced through minimisation of conflict between vehicles, pedestrians and cyclists

**[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.)**

If climate adaptation measures were to be included in the project scope (e.g. SUDs, greening), some monitoring post delivery could be considered. This will be established at the next stage once the S278 scope is fully developed and agreed.

**[14] What is the expected delivery cost of this project (range values)[£]?**

Lower Range estimate: £250,000  
 Upper Range estimate: £550,000

The broad cost range reflects the fact that the scope of the highways and public realm works is yet to be fully developed and agreed by relevant parties.

**[15] Total anticipated on-going revenue commitment post-delivery (lifecycle costs)[£]:**

Committed sums to maintain upgraded sections of the highway and greenery will be presented at future Gateways if necessary, and will be covered for a period of 20 years as per Section 278 Agreement standard requirements.

**[16] What are the expected sources of funding for this project?**

The project will be fully funded by the developer through Section 278 agreement.

**[17] What is the expected delivery timeframe for this project (range values)?  
Are there any deadlines which must be met (e.g. statutory obligations)?**

These are to be agreed with the developer to tie in with their development programme.

**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?**

<(Add additional internal or external stakeholders where required) >

Chamberlains:

Officer Name:

Finance

Chamberlains: Procurement

N/A

Communications

N/A

External

N/A

**[20] Is this project being delivered internally on behalf of another department? NO**

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

Gateway stage:

Supplier

<Before Project Proposal>, <Post Project Proposal>, <Post Options Appraisal>, <Post Detailed design>, <Post Authority to start work>