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Project Briefing

Project identifier			
[1a] Unique Project Identifier	TBC	[1b] Departmental Reference Number	N/A
[2] Core Project Name	Climate Action Strategy Capital Delivery Programme – Optimisation for Sites Connected to Citigen		
[3] Programme Affiliation (if applicable)	Climate Action Strategy (CAS) – Capital Delivery Programme for Operational Buildings		

Ownership	
[4] Chief Officer has signed off on this document	City Surveyor – Paul Wilkinson
[5] Senior Responsible Officer	Executive Director of Innovation and Growth – Damian Nussbaum
[6] Project Manager	Senior Energy Engineer – Edmund Tran

Description and purpose					
[7] Project Description					
<p>The Citigen district network supplies heat and coolth to a number of key City of London sites, whose consumption is included in the City's Scopes 1&2 emissions. In 2022 Citigen completed a £4mil investment for installing new low carbon generation plant at their energy centre, consisting of 4MWth of Water-Source Heat Pumps recovering heat from London Aquifer via three 250m deep boreholes and recovering additional on-site waste heat. Citigen anticipate the new energy plant will supply 20% and 35% of total demand for heat and coolth respectively and estimate a reduction to the carbon factor of 25% in the short-term and up to 50% in the long-term – depending on network operating temperatures. These operating temperatures are largely dependent on the system temperatures of the connected sites. This task aims to identify costed improvements which could improve these temperatures and thus enable the Citigen network to operate more efficiently and hence reduce its carbon emissions.</p>					
[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)?					
This project is part of the 'Climate Action Strategy (CAS) – Capital Delivery Programme for Operational Buildings' which aims to deliver reductions in the carbon emissions of our operational buildings in support of the City Corporation's net zero 2027 goal as set out in our Climate Action Strategy.					
[9] What is the link to the City of London Corporate plan outcomes?					
Leading sustainable environment					
[10] What is the link to the departmental business plan objectives?					
Within the Climate Action Strategy framework, it is City Surveyor's responsibility to implement measures that support the decarbonisation of the corporate buildings.					
[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	Y	Improvement: New opportunity/ idea that leads to improvement	Y

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Project Benchmarking:	
[12] What are the top 3 measures of success which will indicate that the project has achieved its aims?	
1) Reduction in carbon emissions from our corporate properties by March 2026.	
2) Good continuity and performance of the new heat generation plant.	
3) An overall cost of carbon reduction of under £20,000/tCO _{2e} by 2027.	
[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.)	
Yes, Each individual project will have to undergo a Monitoring and Verification (M&V) process after implementation, to ensure the carbon savings are met.	
[14] What is the expected delivery cost of this project (range values)[£]?	
Lower Range estimate: £3,525,838	
Upper Range estimate: £4,445,332	
[15] Total anticipated on-going revenue commitment post-delivery (lifecycle costs)[£]:	
The project is anticipated to result in a decrease in the ongoing energy costs for the sites where the works are carried out.	
[16] What are the expected sources of funding for this project?	
Climate Action Strategy Fund, Heat Network Efficiency Scheme	
[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: July 2025 – Sept 2026	
Upper Range estimate: Sept 2025 – March 2027	
Deadline: completion before March 2027 for CAS funding.	

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?	
Possibly some low level public attention could be drawn by a potential need for Building Safety Act approval	
[19] Who has been actively consulted to develop this project to this stage?	
<(Add additional internal or external stakeholders where required) >	
Chamberlains: Finance	Officer Name: Andrew Little
Chamberlains: Procurement	Officer Name: James Carter
IT	Officer Name: N/A
HR	Officer Name: N/A
Communications	Officer Name: N/A
Corporate Property	Officer Name: Pete Collinson, Matt Baker, Jonathan Cooper, Paul Friend, Peter Young, Graeme Low, Cornell Farrell
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:
Supplier	Department:

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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>