

# Project Briefing

Project identifier			
[1a] Unique Project Identifier	TBC	[1b] Departmental Reference Number	NA
[2] Core Project Name	Fleet Street Area Courts and Lanes		
[3] Programme Affiliation <i>(if applicable)</i>	Fleet Street Area Programme		

Ownership	
[4] Chief Officer has signed off on this document	Ian Hughes
[5] Senior Responsible Officer	Bruce McVean
[6] Project Manager	Maria Curro

Description and purpose
[7] Project Mission statement / Elevator pitch
Public realm, wayfinding, lighting and greening improvements of the Fleet Street Area Courts and Lanes. The overall aim of the project is to enhance the environment for people walking and wheeling and increase connectivity between the Fleet lanes and Fleet Street. This project contributes to the delivery of the Fleet Street Area Healthy Streets Plan, adopted in 2023.
[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)?
<ul style="list-style-type: none"> <li>• Absence of consistent and available wayfinding throughout the lanes, alleyways, and Gough Square and Jonson’s Court.</li> <li>• Improvement to lighting of the lanes and alleyways to promote visibility and improve perceptions of safety and security when using the lanes and alleyways.</li> <li>• Lack of activation of Gough Square and Johnson’s Court, with public realm, greening and seating improvements needed.</li> <li>• There is an absence of greenery in the area and a desire to rectify this by introducing trees and planting.</li> </ul>
[9] What is the link to the City of London Corporate plan outcomes?
Leading Sustainable Environment (Action 5) Vibrant Thriving Destination (Acton 11) Flourishing Public Spaces (Action 6)
[10] What is the link to the departmental business plan objectives?

Deliver Key Strategies: Climate Action, City Plan, Transport, Air Quality.					
<b>[11] Note all which apply:</b>					
<b>Officer:</b> Project developed from Officer initiation	Y	<b>Member:</b> Project developed from Member initiation		<b>Corporate:</b> Project developed as a large scale Corporate initiative	
<b>Mandatory:</b> Compliance with legislation, policy and audit		<b>Sustainability:</b> Essential for business continuity	Y	<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'>>
1) <i>Improve safety for people walking, wheeling and cycling and enhance local connectivity.</i>
2) <i>Introduce an enhanced public realm, with seating and greening, to encourage people walking, wheeling and cycling spend more time within the area.</i>
3) <i>Introduce a consistent and enhanced wayfinding and lighting system that highlights the Fleet lanes and alleyways and other cultural assets; to encourage people walking, wheeling and cycling spend more time within the area.</i>
<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>
- Introduction of permanent features, such as public realm enhancements will need tracking in terms of maintenance of asset.
<b>[14] What is the expected delivery cost of this project (range values)[£]?</b>
£500-£600k excluding risk
<b>[15] Total anticipated on-going revenue commitment post-delivery (lifecycle costs)[£]:</b>
<i>It is expected that any green infrastructure and seating will require ongoing maintenance. Cost to be determined.</i>
<b>[16] What are the expected sources of funding for this project?</b>
<i>Section 106 contributions, and external funding</i>
<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>
Spring/Summer 2026 (subject to consultation with the Working Group and other stakeholders)

**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>	
NA	
<b>[19] Who has been actively consulted to develop this project to this stage?</b> <(Add additional internal or external stakeholders where required) >	
Policy and projects	<i>Gillian Howard, Sam Lee and Bruce McVean</i>
Chamberlains: Procurement	<i>Darshika Patel</i>
Corporate Property	NA
External	Fleet Street Working Group (Local stakeholders, Fleet Street Quarter BID, Ward Members and City officers)
<b>[20] Is this project being delivered internally on behalf of another department? If not ignore this question. If so: NA</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	
Project Design Manager	
Design/Delivery handover to Supplier	