

<b>Project Name</b>	Forest Hall district shopping area improvements	<b>Project Manager</b>	Mark Robson Jane Allison	<b>Ref No.</b>	
<b>Programme Name (if applicable)</b>		<b>Programme Manager (if applicable)</b>	Graham Sword	<b>Report Date</b>	October 2017
<b>Service Area</b>	Business and Economic Development	<b>SRO</b>		<b>Author</b>	Jane Allison
		<b>Finance Officer</b>	Nichola Ellis	<b>Version No</b>	1
<b>Ward(s)</b>	Benton	<b>Project Location</b>	Forest Hall		

## Gateway 0 submission

<b>Purpose of Document</b>		<b>Role of the Investment Programme Board in Gateway 0 review</b>	
Information contained in this submission should be brief but sufficient to demonstrate that a mandate exists, the project or programme has been prioritised and an outline business case has been developed. There is also a requirement to convey how far the idea has been developed in terms of feasibility.		The submission will be scrutinised by the IPB in terms of strategic fit, corporate priorities, available capital resources and revenue implications	
<b>Guidance</b>		<b>1. Anticipated Start and Completion Dates</b>	
Try to estimate the month or quarter in order to inform resource planning and procurement.	<b>Project Start Up</b>	2017/18	QTR4
	<b>Spending Start (Practical Start)</b>	2018/19	QTR1
	<b>Spending Completion (Practical Completion)</b>	2018/19	QTR2
<b>2. Service Needs and Objectives</b>			
Briefly explain why the capital project or programme is required and how it relates to service improvement plans or wider strategic objective.	Help support Forest Hall district shopping centre in Benton Ward. Private investment has come forward to convert, the long term vacant, former Council offices, Irving House, into residential units that also includes investment in the building facade. Although the council invested in recent years, the district shopping area public realm is tired and access to and from the centre is difficult for traffic.		
<b>3. Business Proposals and Costs</b>			
Briefly describe the nature of the project or programme and the associated work including any known or estimated costs and funding sources. Give an estimate of timescale and cost profile by year	Improvements include for footpath widening and resurfacing, replacement street lighting, introduction of trees, reconfiguration of parking arrangements, improvements to Station Road and Forest Hall Road Junction and refreshing street furniture. This is proposed to be funded through the Council's Investment Plan for 2018/19. Total cost £500,000 spend profile as follows:- £250,000 2018/2019 QRT1 £250,000 2018/2019 QRT2		

<b>4. Details of Land and Assets</b>			
If the project involves land or property in Council ownership, please enter the outcome of discussions with the Corporate Property Team.	The area of land is owned by the local authority		
<b>5. Benefits Realisation and Timescales</b>			
Summarise anticipated outcomes and associated business benefits referring where appropriate to critical success factors. If fast-tracking is required, please state why.	Enhanced footways will enable existing cafe businesses to offer external seating areas for customers, supporting existing businesses.  Vehicle flow through the centre and pedestrian movement will improve.		
<b>6. Key Stakeholders and Delivery Partners</b>			
Identify delivery partners, stakeholders and other key contacts (both within NTC service departments and external organisations) and your engagement with them. Indicate whether any partnership is expected to be formal and legally binding, as this will have VAT implications. Note any dependencies and links to other programmes and projects.	NTC Regeneration Capita – highways		
<b>7. Progress to Date</b>			
Describe the current status of the project or programme with reference to any option appraisal or feasibility studies, advice on procurement and stakeholder analysis consultation that has been undertaken.	Capita were commissioned to develop an improvement plan to address issues raised.		
<b>8. Supporting Information</b>			
If necessary refer to or attach any documentation that clarifies the mandate or supports the outline business case	See Capita plan and narrative.		
<b>9. Submission Sign Off</b>			
Insert the name of the senior manager and the date authorised. A signed off hard copy or electronic signature is not required	<b>Senior Responsible Owner</b>	Graham Sword	9 <sup>th</sup> October 2017
	<b>Head of Service</b>	Paul Buie	9 <sup>th</sup> October 2017

Outcomes	Gateway Review Group Scrutiny
<b>Decision</b>	Approved, deferred or rejected
<b>Date of Decision</b>	
<b>Observations</b>	
<b>Decision communicated to:</b>	
<b>Further information and advice</b>	➤

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