

## Mandate Proposal

### Introduction and background

1. Why should a project be started, or growth bid considered now?

As a council we required to provide safe environment, the present lighting by the YMCA steps is poor (over 30 years old).

2. What is the good idea or problem to be solved?

It is a good idea in that we can improve on the existing to improve the lighting by upgrading to LED colour changing fittings. Also, it is a problem solved as the present lights are failing and we need to ensure safety of the public.

3. What will be delivered? What are the success criteria? What is the purpose of the project?

The project will deliver new more energy efficient and better lighting. The success criteria and the purpose of the project is to provide safe environment for public, this well used walk through from the railway station.

4. What priority, corporate objective or strategy is fulfilled by this project?

This project will meet our requirement to provide a safe environment.

5. What are the strategic options available to GBC to deliver a solution?

The option could be to try maintaining the existing lights and replace them on as they fail. However, in the long run it will cost more and we also could a mixture of different lights not helping to improve the environment.

6. Who are the lead Director and Service Manager and portfolio Holder (CIr) who will lead and direct the project and use the products in live service

Service Lead is Chris Wheeler, Head of Operational and Technical Services. Director is Ian Doyle and Lead Councillor is James Steel.

7. What impact assessments have been undertaken? What are the impacts on other service leaders or projects?

Impact of unlit or poorly lit amenity make the area unsafe, and there is an associated reputational and possible anti-social behaviour.

8. What general approach will be taken to deliver?

Works will be tendered via the Councils normal procurement route using JCT form tender/contract. The successful contractor will upgrade lights as per specification.

9. When and why must the work/project start?

We propose the work on scheme is started in April 2022 with new lights installed by end of July 2022.

10. What stakeholders will need to be involved?

General Public

11. What resources (internal and external) are needed to consider this mandate and to develop the business case or progress this request?

Review from Legal, Finance, Procurement and Assets

12. What are your best estimates for the Whole Life Costs of this request or investment proposed? Split by capital, revenue and income stream/savings for this and future years.

Year	Capital Total (£)	Revenue Total (£)	Income Total (£)
2022/23	24,000		

<b>12a. For projects, what are the potential resource costs to progress to the next stage/gate?</b>
Electrical Engineers, procurement and legal team in producing procuring document for tender, plus other staff input
<b>13. What are the strategic Issues, Assumptions, Constraints, Dependencies, Opportunities, Risks</b>
Issue – There is an issue that works will need to be arranged in a busy public area which provides all H & S risk that are associated with this. Proper H & S plan with comprehensive risk assessments and method statements will be required by the successful contractor
Assumptions – There is an assumption that we will be able upgrade the lighting that will provide better environment.
Dependencies – There is a dependency on successful external contractor performing and delivering, this can mitigate by being diligent at procurement stage
Constraints – A constraint of working in a busy public area as already highlighted.
Opportunities – There is an opportunity to improve the environment with new lights and providing safe thoroughfare
Risks – There is a risk that present lights fail leading to issues of complaints from public and unsafe area
<b>14. Reviewer List:</b>
Involved or sighted so far and to be updated on changes: <ul style="list-style-type: none"> <li>• Operational and Technical Services</li> <li>• Finance</li> <li>• Strategy and Communications</li> </ul> Next to be consulted <ul style="list-style-type: none"> <li>• Assets</li> <li>• Legal</li> <li>• Procurement</li> </ul>
<b>15. CMT Direction</b>
Next steps: Capital Bid Funding approval