

Appendix 1 – Gateway Process Outcomes

Gateway	Title	Outcome	Benefit
1	Project Briefing	<ul style="list-style-type: none"> • Inclusion in business plan; • Chief Officer approval to develop a project proposal. 	<ul style="list-style-type: none"> • Strengthen early development stages; • Align with departmental priorities; • Chief Officer oversight of projects entering the system.
2	Project Proposal	<ul style="list-style-type: none"> • Authority to establish a project; • Budget/funding allocated (where appropriate). 	<ul style="list-style-type: none"> • Member and Corporate oversight at inception; • Strengthen early development stages.
3/4	Options Appraisal	<ul style="list-style-type: none"> • Agreed option to explore further/project delivery; • Budget/funding allocated (where appropriate). 	<ul style="list-style-type: none"> • Member oversight of options and opportunity to assess benefits of each delivery model;
5	Authority to Start Work	<ul style="list-style-type: none"> • Approval to commence works granted; • Budget/funding and project sum for delivery agreed. 	<ul style="list-style-type: none"> • Project delivery can begin; • Streamlined governance with delegation to approve granted to Chief Officers (for projects not deemed to be high risk).
6	Outcome Report	<ul style="list-style-type: none"> • Project closure; • Verification of final accounts (where appropriate). 	<ul style="list-style-type: none"> • Project closure; • Opportunity for evaluation and analysis of lessons learned; • Information captured for benchmarking and sharing best practice.