

### Appendix 3: Project Prioritisation Form

<b>Project Name</b>		<b>Lead officer name and contact details</b>	
<b>Project Address</b>		<b>SRO name and contact details</b>	
<b>Project Ward/s</b>		<b>Director name and signature</b>	

**Describe the project:**

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Complete form fully as responses will be rated based on information supplied

Criteria	Response <i>Please provide a response below. All boxes MUST be completed, and full explanations given with evidence where necessary.</i>	Rating	Scoring
1. Demonstrate how project aligns / respond to the Local Plan Vision	Please read Appendix 1 - <b>Criterion 1 - Local Plan Vision and Objectives</b> . It provides information on how to mark this Criteria	5 – Meets in all aspects 4 - Meets in most aspects 3 - Generally meets 2 - Meets in some respects 1 – Does not meet	Fails if 2 or less
2. Demonstrate how project aligns / respond to the Local Plan objectives	*Please attach a copy of Appendix 1 - <b>Criterion 1 - Local Plan Vision and Objectives</b> to your submission. It also provides information on how to mark this Criteria and a detailed marking sheet	5 – Meets A + two or more whole categories 4 - Meets A + 1 whole category and another objective 3 - Meets A +1 whole category 2 - Meets A only 1 – Does not meet objectives	Fails if 1
3. Demonstrate how project aligns / responds to the Corporate Priorities	Please see Appendix 2 – Corporate Priorities	5 – - Meets in many aspects – over 75% 4 - Meets over 50% 3 - Meets 5 or more criteria 2 - Meets 4 or fewer criteria 1 – Does not meet	Fails if 2 or less

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4. Is the project in the Capital Programme?		5 – Yes  1 - No	
5. Is the project needed to support new development in any of the following ways: a. It will enable development. b. It will encourage and attract development. c. It will support recent new or pipeline developments		5 – Critically needed 4 – Essential 3 – Will support 2 – Has little impact 1 – Unknown/ Not assessed	Fails if 2 or less
6. Does the project have revenue implications for the Council? What are they and can and, if so, are they affordable?	Describe implications – short, medium and long term; positive and negative	5 – Does not have revenue implications 4 - Has revenue implications but they are limited and affordable 3 - Has revenue implications but they are affordable 2 – Has revenue implications and they are unaffordable 1 – Has significant revenue implications	Fails if 2 or less
7. How is the project to be funded?	Response must include details on the following: How critical is CIL funding for delivery? Demonstrate that alternative funding sources have been explored including s106? Is there any match funding?	5 – Is a deliverable project with a full and solid package of funds (other than CIL) or is a	Fails if 3 or less

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		<p>deliverable project relying on CIL alone</p> <p>4 – Is a deliverable project relying on CIL and is a match funding project</p> <p>3 – Delivery is questionable or/and there are questions over funding</p> <p>2 – Is not deliverable</p> <p>1 – Has not demonstrated that it is deliverable or that it has funding</p>	
8. What is the timescale for delivery?	Set out here timescale for delivery against funding streams and other factors	<p>5 - timescales are reasonable and deliverable</p> <p>4 - timescales ambitious but deliverable</p> <p>3 – timescales ambitious and there is a risk of delay</p> <p>2 - timescales unachievable</p> <p>1 - No date set for delivery</p>	
9. That there are sufficient CIL funds available or that they are projected to be available within the project timescales?	Contact <a href="mailto:CIL@lewisham.gov.uk">CIL@lewisham.gov.uk</a> before answering this.	<p>5 – Yes</p> <p>1 - No</p>	Fails if 1
10. What is the Customer Impact?	<p>Who are the customers for this project? What will the benefits to them be?</p> <p>Will the project benefit some groups over others?</p>	5 - High positive customer impact	Fails if 3 or less

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	<p>Has the project been driven by a certain group and what's the basis for their concern/desire to do project</p> <p>What are the measures of success?</p>	<p>4 - Medium positive customer impact</p> <p>3 - Low positive customer impact</p> <p>2 - Impact stays same</p> <p>1 - Impact not assessed</p>	
<p>11. What are the risks and opportunities of the project?</p>		<p>5 - High number of opportunities/low number of risks</p> <p>4 - Some opportunities/low number of risks/has suitable balance of risk and opportunities</p> <p>3 - Some opportunities/some risks</p> <p>2 - Low number of opportunities/high number of risks</p> <p>1 – Risks/Opps not assessed / not properly assessed</p>	<p>Fails if 3 or less</p>
<p>12. Is the project of high quality and of</p>		<p>5 - High benefit/high quality</p> <p>4 - Medium benefit/high quality</p>	<p>Fails if 3 or less</p>

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benefit to the area/community?		3 – Medium benefit/low quality or Low benefit/high quality  2 – low benefit/low quality or No benefit  1 - Benefit analysis not done / not done properly	
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<p>13. Does the project improve outcomes in health, employment and/or tackle inequalities?</p>		<p>5 – Demonstrates significant improved outcomes in health, employment and/or tackles inequalities</p> <p>4 – Demonstrates some improved outcomes in health, employment and/or tackles inequalities</p> <p>3 – Demonstrates negligible improved outcomes in health, employment and/or tackles inequalities</p> <p>2 – Demonstrates no improved outcomes in health, employment and/or tackles inequalities</p> <p>1 –Improving outcomes in health, employment and/or tackles inequalities assessment not done / not done properly</p>	<p>Fails if 2 or less</p>
<p>14. Does the project/scheme demonstrate value for money?</p>		<p>5 - Demonstrates value for money</p> <p>4 – Demonstrate reasonable value for money</p> <p>3 – Demonstrates not good value for money</p> <p>2 – Is not value for money</p>	<p>Fails if 3 or less</p>

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		1 – Value for money assessment not done / not done properly	
15. Does the project demonstrate innovation and improvement?		<p>5 - Demonstrates innovation and improvement</p> <p>4 – Demonstrates a reasonable level of innovation and improvement</p> <p>3 – Demonstrates minimal innovation and improvement</p> <p>2 – Does not demonstrate innovation and improvement</p> <p>1 – Innovation and improvement not assessed</p>	Fails if 3 or less
16. Does the project rely on any other legal process which may put delivery at risk?	List all that apply, clearly noting all e.g. CPO, lease extensions, planning permission and issues surrounding them	<p>5 – Project does not rely on another legal process which may put delivery at risk</p> <p>3 – Project relies on another legal process which may put delivery at low risk</p> <p>1 – Project relies on another legal process which may put delivery at high risk</p>	Fails if 1



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### Further information

Not rated but must be fully answered; as these form part of the assessment in some circumstances

Criteria	Response	Assessor comments	Quorate comment
Is there a third-party sponsor? (e.g. Network Rail if for station)  Are they undertaking the project?			
What consultation has been undertaken? Is there stakeholder support?			

### Scores:

Overall total is out of 80

Projects scoring over 63 points will be considered first for funding (subject to available CIL funds).

Next, and if CIL funds are available, projects scoring over 60 will be considered for allocation if the project is deemed by the quorate to be of high enough quality or bring sufficient benefit. If projects score between 60 and 63 answers to the last three questions must be completed as may affect decision.

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Score for project

Scored by:		
Name	Title	Date
Scoring agreed by:		