

Project Category Evaluation



Project Title

DN Footpath Improvements

Project Number

Instructions

1. Click on each of the blue boxes and choose one of the 4 options from the drop down menu.
2. Note total score and category of project.
3. Print off copy for project file.

Project Value

b. £0.2M to £1M

30%

Score
16

Procurement Profile - External Spend

d. Above £139,892 / £3,497,312 (note 1)

10%

10

Project Profile (political priority / public / reputational/ stakeholder buy-in)

b. Low

20%

10

Risk to Achievability (time / cost / resources / opposition/ immovable deadlines)

a. Very Low

20%

5

Complexity (Joint arrangements etc)

a. Very Low

20%

5

Senior Executive's Discretion (Member of COMT)

<Comment>

100%	46
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70 or above	Gold
50 to 69	Silver
Below 50	Bronze

Notes

1. The lower limit of £139,892 refers to supplies and services and the higher limit of £3,497,312 to works. The amounts relate to 200,000 and 5,000,000 Euros respectively

Other Important Impact Assessments:

Where required and necessary, please complete the following impact assessments for the proposed project work:

- 1: Equality Impact Assessment
- 2: Sustainability Impact Assessment
- 3: Crime and Order Impact Assessment

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General

Project Value

Procurement Profile

Project Profile (political priority / public / reputational)

Risk to Achievability (time / cost / resources / opposition)

Complexity (Joint arrangements etc)
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Senior Executive's Discretion (Member of COMT)

Notes to Assist Completion of Evaluation Tool

Please note that the tool is designed as an aid to the categorisation of projects and is not intended to replace judgement and experience. Where it is clear which category a project fits the tool can be used to confirm the decision. Provision is made for Members of COMT to input discretionary scores.

This is the total value of the project - both internal and external costs - and should be based on the highest estimate of cost if the proposal contains a range of values.

This is the total value of external spend on the project. The different thresholds have been aligned with the Southampton City Council (SCC) procurement process. The 2 higher limits are linked to the levels that require insertion in OJEU. The OJEU thresholds are different for works and for supplies and services. Managers will have to decide which category their procurement falls into before completing the tool.

This is more of a subjective measure and will require the manager to exercise their judgement. Consideration should be given to the following:

- (i) Has the project been identified as being required to meet a public political commitment and what would be the impact on the reputation of SCC if it were to fail?
- (ii) Has the project been identified as being required to resolve a known issue that will have a material impact on SCC's operations?
- (iii) Is it required in order for SCC to comply with legislation or regulation?
- (iv) How does the project reflect current or planned future policy and does the scope of the project fit with those policy objectives?
- (v) Is there an internal or external dependency on the timely outcome of the project?

The achievability of a project is assessed based on the number of stakeholders, participants, constraints and dependencies i.e. the difficulty of delivering the project. In addition, the availability and quality of project resources (inversely proportional to the size of the project) and whether or not an appropriate Sponsor has been identified and is committed to the project are also taken into account.

To judge the complexity, a plan is required so that outcomes constraints and dependencies can be clearly identified and their impact on the outcome of the project assessed. Another consideration is whether the governance framework is fit for purpose and, in particular, is there commitment to the key roles and responsibilities required for the project in relation to the priorities of the main participants.

The purpose of this section is to allow members of COMT to modify the score where their judgement suggests that a project should be in a higher/lower category.

Project Value	
a. Up to £200,000	9
b. £0.2M to £1M	16
c. £1M to £2M	23
d. Over £2M	30

Procurement Profile	
a. Less than £10,000	2
b. £10,000 - £99,999	6
c. £100,000 - £139,892 / £3,497,312	8
d. Above £139,892 / £3,497,312	10

Project Profile (political priority / public / reputational)	
a. Very Low	5
b. Low	10
c. High	15
d. Very High	20

Risk to Achievability (time / cost / resources / opposition)	
a. Very Low	5
b. Low	10
c. High	15
d. Very High	20

Complexity (Joint arrangements etc)	
a. Very Low	5
b. Low	10
c. High	15
d. Very High	20