



Project Prioritisation Framework - Draft

A Draft Report by Hatch
16 September 2020

Nelson Town Deal Board

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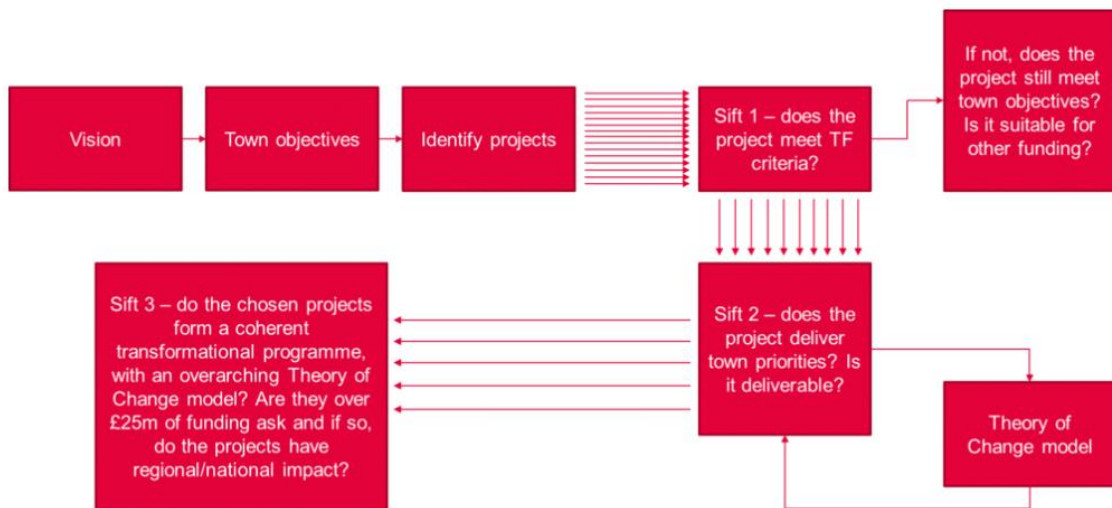
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1. Prioritisation Assessment

1.1 The Nelson Town Deal Board will consider the findings from Sift 1 and agree a final long list of projects to be taken through to the assessment stage. This paper provides a draft Prioritisation Framework against which projects will be assessed.

Figure 1.1 Project Prioritisation Process



Source: www.townsfund.org.uk

Prioritisation Criteria

1.2 The prioritisation process will consider whether the project will deliver the town priorities and if it is deliverable.

1.3 Each project needs to use the criteria established by MHCLG which is based on HMT Green Book guidance to assess:

- Value for Money (likeliness to deliver social value in terms of costs, benefits and risks)
- Affordability (financing and affordability given existing budgets)
- Achievability (deliverability given organisational capability and skills)
- Commercial viability and feasibility of procurement
- Stakeholder support

1.4 A set of town specific criteria can also be applied which are specific to Nelson's strategic objectives. Using the draft Strategic Framework as a guide for discussion with the board, this town specific criteria could include:

- Objective Fulfilment of the Strategic Framework
- Extent to which it will strengthen Nelson's role as a key service centre
- Extent to which Nelson's quality of place is enhanced
- Extent to which it delivers inclusive growth to the community

- Extent to which it supports productivity gains
- Clear evidence of market need
- Financial sustainability beyond Town Deal funding

Concept Development

- 1.5 Each project on the final long list will be required to complete a concept form (see Appendix A) providing a consistent level of detail which will enable the consultant team to score the project using this assessment criteria on a scale of 1-5. This process will provide each project with an overall score for consideration by the Board during the shortlisting stage.

Deriving a Short List

- 1.6 Once concept forms have been completed and submitted to the consultant team there will be an independent review and any clarification questions will be posed. The consultant team will then score the projects against the agreed prioritisation framework which sets out the technical assessment and findings from Sift 2. The Board will consider the findings and will agree a shortlist of projects to be taken forward for project development. The key questions for the board to consider in doing so are:
- Do the chosen projects form a coherent transformational programme?
 - Are they over £25m of funding ask, and if so, do the projects have regional/national impact?

Project Development

- 1.7 Once the shortlisted projects have been identified a project sponsor/owner for each project will be formed and a working group established which the consultant team will work with to develop the detail of the project to meet the submission requirements. Input from stakeholders will be sought to help shape the development of the project where appropriate.

Appendix A - Concept Form

Town Investment Plan – Long List Project Concept Form (maximum of 5 pages at 11-point font)

Project Name	
Project Location <i>Insert address including postcode</i>	
Primary Intervention Theme <i>Insert Local transport; Digital Connectivity; Urban Regeneration, Planning & Land Use; Arts, Culture & Heritage; Skills Infrastructure; Enterprise Infrastructure</i>	
Project Lead <i>Insert lead organisation, contact name, address, postcode, email/telephone</i>	
Other Partners <i>Insert partner organisations and any project interdependencies</i>	
Project Status <i>What is the current status of the project and what are the key activities/timescales required to develop the project within Town Deal timescales?</i>	

<p>Project Description</p> <p><i>Please provide a summary description and key aims of the project</i></p>		
<p>Key Issues & Opportunities</p> <p><i>What are the key issues or opportunities that the project seeks to address?</i></p>		
<p>Covid19 influence</p> <p><i>How has the pandemic influenced your project? What Covid19 challenges/impacts, if any, will the project respond to?</i></p>		
<p>Clean Growth influence</p> <p><i>How will this project respond to clean growth ambitions?</i></p>		
<p>Potential Impact</p> <p><i>What outcomes and impacts does the project hope to achieve including the scale at which these will be secured...</i></p>		
<p>Proposed Funding Mix</p>	<p>Total Project Cost</p>	<p>£</p>
	<p>Town Deal Request</p>	<p>£</p>
	<p>Match Funding by source <i>Insert all sources and the status (i.e. confirmed)</i></p>	<p>£</p>

Funding Type	Capital	£
<i>Is this a capital or revenue project (or both?)</i>	Revenue	£
Proposed Start Date		
Proposed Completion Date		
Delivery Plan		
<i>Briefly outline the management approach for the delivery of the project</i>		
Procurement Strategy		
<i>What is the proposed procurement strategy and are there any identified issues?</i>		
Risk and mitigation		
<i>What are the risks to delivering this project? How can these be mitigated against?</i>		
Sustainability		
<i>Briefly describe how the project will be sustained after the Towns Deal funding has ended</i>		
Supporting Information		
<i>List any supporting studies i.e. feasibility/viability assessments/demand or supply studies which support the case for intervention and deliverability of the project or identify where development/feasibility work will be required.</i>		

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