

# York and North Yorkshire Local Enterprise Partnership

## Detailed Appraisal Report

<b>Project name:</b>	
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Please confirm that you have read the Gateway Review and you agree that....	
The application is complete and includes all the supporting documents you need; and,	Yes/No
The application appears to be eligible and has a compliant State Aid approach.	Yes/No

*If you have answered no then please inform Adrian Green of any concerns you have before commencing the appraisal*

STRATEGIC DIMENSION: what is the opportunity and/or challenge being addressed?			
Appraisal questions	Please see...	Score	Justification of score
How clearly is the challenge and/or opportunity articulated and supported by evidence?	Q1.1	0 to 5	
How well supported is the need to address the challenge and/or opportunity by national and/or local policy including the SEP?	Q1.3	0 to 5	
How effectively does the proposed project link to other activity in the LEP area?	Q2.6	0 to 5	
How extensive is the consultation undertaken by the applicant with relevant stakeholders and potential beneficiaries?	Q1.4	0 to 5	
How strong is the logic that addressing the challenge and/or opportunity will deliver benefits compared to a do-nothing scenario?	Qs 1.2 & 1.5	0 to 5	
<b>Strategic dimension rating</b>	Score		<i>It is suggested that a percentage score of 50% or less would be Red, and a score of 70% or more would be Green but please use your judgement based on the</i>
	Percentage	%	

RAG rating

strength of the dimension. Obviously any showstopper issues are reflected on accordingly.

### ECONOMIC DIMENSION: how could the opportunity and/or challenge be addressed?

Appraisal questions	Please see...	Score awarded	Justification of score
How relevant are the identified Critical Success Factors that the applicant has used to score options?	Q2.1	0 to 5	
How effective and thorough is the analysis of three options? Have costs and output estimates been provided?	Q2.2	0 to 5	
How well supported is the applicant's assertion that the preferred option is the most effective approach to addressing the challenge and/or opportunity?	Qs 2.3 & 2.4	0 to 5	
To what extent does the project deliver Local Growth Fund outputs, or other economic outputs?	Q6.1 & Annex Tab 4	0 to 5	
How confident are you that the forecast level of economic outputs are realistic?	Q6.2 & Annex Tab 4	0 to 5	
To what extent does the project contribute to good growth?	Q6.3	0 to 5	
To what extent does the project deliver economic, environmental or social outcomes?	Q6.4	0 to 5	
Considering the range of outputs and outcomes delivered, how strong is the overall Value for Money case?	Qs 6.1 6.3, 6.4 & 6.6	0 to 5	
<b>Economic dimension rating</b>	Score		<i>It is suggested that a percentage score of 50% or less would be Red, and a score of 70% or more would be Green but please use your judgement based on the strength of the dimension. Obviously any showstopper issues are reflected on accordingly.</i>
	Percentage	%	
	RAG rating		

<b>FINANCIAL DIMENSION: how much will the project cost to deliver?</b>			
<b>Appraisal questions</b>	<b>Please see...</b>	<b>Score</b>	<b>Justification of score</b>
How well developed are the costs and the assumptions that underpin them?	Annex Tab 1a & 1b	0 to 5	
How confident are you that the budget for the costs is appropriate?	Annex Tab 1b	0 to 5	
How secure is the match-funding?	Q3.2	0 to 5	
If the project has on-going costs and income how thorough and appropriate does the cashflow forecast appear?	Annex Tab 2	0 to 5	Please delete this appraisal question if it isn't applicable
If the project seeks a grant how robust is the argument that a loan is not appropriate?	Q3.5	0 to 5	Please delete this appraisal question if it isn't applicable
If the project seeks a loan is it clear what security they can offer?	Q3.5	0 to 5	Please delete this appraisal question if it isn't applicable
To what extent will the LEP's financial support affect the project's scale, timing and/or quality?	Q3.6	0 to 5	
How effectively has the applicant identified and mitigated financial risks?	Q3.8	0 to 5	
<b>Financial dimension rating</b>	Score		<i>It is suggested that a percentage score of 50% or less would be Red, and a score of 70% or more would be Green but please use your judgement based on the strength of the dimension. Obviously any showstopper issues are reflected on accordingly.</i>
	Percentage	%	
	RAG rating		

**COMMERCIAL DIMENSION: what tasks need to be completed to deliver the project?**

Appraisal questions	Please see...	Score	Justification of score
How extensive is the identification and timing of milestones? Has the applicant provided a timeline for securing any outstanding consents and permissions?	Qs 4.1 & 4.2	0 to 5	
How confident are you that the applicant will manage the potential for slippage in milestones?	Q4.3	0 to 5	
If the project involves work to a site, is it clear how the applicant will secure any necessary permissions?	Q4.3	0 to 5	Please delete this appraisal question if it isn't applicable
How clear and appropriate is the proposed procurement approach?	Q4.5	0 to 5	
If there is more than one delivery partner involved in the delivery of this project, is their role clear?	Q4.6	0 to 5	Please delete this appraisal question if it isn't applicable
To what extent does the applicant demonstrate that they will successfully manage any contractual relationships?	Q4.6	0 to 5	
How effectively has the applicant identified and mitigated non-financial risks?	Q4.7	0 to 5	
How confident are you that the applicant has a State Aid compliant approach?	Q3.7	0 to 5	
How strong is the evidence to support the market demand justification for this project?	Qs 2.4 & 3.4	0 to 5	
To what extent do you think that the project is commercially feasible? Can the project continue beyond the grant-funded period?	Qs 2.4 & 3.4 & Annex Tab 2	0 to 5	
<b>Commercial dimension rating</b>	Score		<i>It is suggested that a percentage score of 50% or less would be Red, and a score of 70% or more would be Green but please use your judgement based on the strength of the dimension. Obviously any showstopper issues are reflected on accordingly.</i>
	Percentage	%	
	RAG rating		

<b>MANAGEMENT DIMENSION: How will the project be managed?</b>			
<b>Appraisal questions</b>	<b>Please see...</b>	<b>Score</b>	<b>Justification of score</b>
What level of relevant skills and experience do the key individuals have that will manage the project?	Q5.1	0 to 5	
How effective does the overall project management approach appear? Are accountability lines clear?	Q5.2	0 to 5	
How much confidence is built that the team will deliver the project to time and budget?	Q5.3	0 to 5	
<b>Management dimension rating</b>	Score		<i>It is suggested that a percentage score of 50% or less would be Red, and a score of 70% or more would be Green but please use your judgement based on the strength of the dimension. Obviously any showstopper issues are reflected on accordingly.</i>
	Percentage	%	
	RAG rating		

**Tolerances:**

<b>If monthly or quarterly reports from the sponsor show that the project is exceeding these tolerances then approval needs to be sought that the LEP agree to this change and will issue a variation to the Funding Agreement.</b>	
<b>Cost:</b>	
<b>Timescales:</b>	
<b>Outputs:</b>	

## Appendix 1 – Agreed cost and funding tables:

Capital costs	2019/20			2020/21				Totals
	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
<b>Totals</b>								

Funding sources	2019/20			2020/21				Totals
	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
LEP								
Other								
Other								
Other								
Other								
<b>Totals</b>								

## Appendix 2 – Agreed output and outcome tables:

LGF Outputs	2019/20			2020/21				2021/22 to 2024/25	Totals
	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
Jobs created or safeguarded									
Apprenticeships									
Housing Units completed									
Number of new homes with new or improved fibre optic provision									
Commercial floorspace created									
Commercial floorspace refurbished									
Commercial floorspace occupied									
Commercial Broadband Access									
Number of enterprises receiving grant support									
Number of enterprises receiving financial support other than grants									
Number of enterprises receiving non-financial support									
Area of Land with reduced likelihood of flooding as a result of the project									
Reduced Flood Risk Homes									
Reduced Flood Risk Commercial									
Area of new or improved learning/training floorspace									
Prior Estate Grade									
Post Completion Estate Grade									
Floorspace rationalisation									
Number of New Learners Assisted									
Specialist equipment									
Non-specialist equipment									
Length of Road Resurfaced									
Length of Newly Built Road this period									
Length New Cycle Ways This Period									
<b>Totals</b>									

Other outputs	2019/20			2020/21				2021/22 to 2024/25	Totals
	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
<b>Totals</b>									

Indirect outputs and outcomes
Please name the outcome that could be used to evaluate the project
Please name the outcome that could be used to evaluate the project
Please name the outcome that could be used to evaluate the project
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Please name the outcome that could be used to evaluate the project



### Appendix 3 – Milestone tables:

What are the keys tasks that the applicant has completed, and needs to complete, before the project can commence?		
Tasks	Target date	Status
	Month/Year	Complete / On-going / Not commenced
	Month/Year	Complete / On-going / Not commenced
	Month/Year	Complete / On-going / Not commenced
	Month/Year	Complete / On-going / Not commenced
	Month/Year	Complete / On-going / Not commenced
	Month/Year	Complete / On-going / Not commenced
	Month/Year	Complete / On-going / Not commenced
	Month/Year	Complete / On-going / Not commenced
	Month/Year	Complete / On-going / Not commenced

What are the keys milestones after the project has started that could be used to measure your progress?		
Tasks	Target date	Status
	Month/Year	Complete / On-going / Not commenced
	Month/Year	Complete / On-going / Not commenced
	Month/Year	Complete / On-going / Not commenced
	Month/Year	Complete / On-going / Not commenced
	Month/Year	Complete / On-going / Not commenced
	Month/Year	Complete / On-going / Not commenced
	Month/Year	Complete / On-going / Not commenced
	Month/Year	Complete / On-going / Not commenced
	Month/Year	Complete / On-going / Not commenced
	Month/Year	Complete / On-going / Not commenced