OPTION APPRAISAL METHODOLOGY

1. Definition
Clearly define the aims and objectives of the option appraisal including:
- Define the aims/objectives and scope of the proposed scheme.
- Identify the required outcomes.
- Identify relevant performance indicators.
- Identify potential impact on other projects.
- Identify links between outcomes and objectives (corporate priorities and BVPI's).

2. Criteria
Develop criteria for selection of options using:
- Service plans.
- Consultation data.
- BVPIs
- NPPIs
- LPIS
- AMP

3. Options
Select options, including "do nothing".

4. Total costs
Cost each option using Life Cycle Costing and NPVs.

5. Risk assessment
Carry out scheme risk assessment for each of the options.

6. Scoring
Score options using ranked criteria, total costs, and rating from option risk assessment.

7. Presentation
Present preferred option to SAMP Group who will make recommendations for approval.

8. Audit/feedback
Review appraisal process and feedback to promote improvement.