

Appendix 3: PIF & Contingency VFM Assessment Questionnaire

Please ensure that a separate form is completed for each bid and that the specified word count is not exceeded.

1. Please enter the name of your PIF/ Contingency Initiative.
2. Please enter the planned outcomes / benefits as defined in your Committee Report.
3. What was the original timeline for your works / activities?
(Start date, end date, key milestone target dates)
4. Is the Initiative on track to be delivered on time? Yes / No
Was the Initiative delivered on time? Yes / No

If No, please include a detailed explanation for the delay and a revised delivery date. (**Word count up to 100 words**).
5. Is the initiative on track to deliver within budget? Yes / No
Was the Initiative delivered within budget? Yes / No

If No, what is the estimated increase in cost and why has the cost increased? How was / will this increase in cost be met? (**Word count up to 100 words**).
6. What measures are in place to mitigate any risks of not delivering the planned outcomes?
(Strong governance, project plan with milestones / targets, risk register / risk management controls) (**Word count up to 100 words**).
7. What steps have you taken to ensure that your initiative was / will be delivered in the most cost-effective manner?
(Relevant benchmarking metrics /comparison of similar market providers, positive budget variance, effective use of resources, partnership working) (**Word count up to 150 words**).
8. What are the benefits / outcomes that have been achieved to date? How well do these outputs achieve the original objectives as set out in the Committee Report?
(Financial savings, improved efficiency, events attendance level/notable individuals who attended, findings from research acted upon, social impact and value, testimonials, positive customer satisfaction scores, process improvements and contribution to the delivery themes of the Corporate Plan and defined corporate strategies.* (**Word count up to 500 words inclusive of an executive summary that is no longer than 150 words**).

Corporate Plan

**Please can you ensure that progress / outcomes reported are matched against the relevant themes shown below.*

Contribute to a flourishing society	Support a thriving economy	Shape outstanding environments
<p>1. People are safe and feel safe.</p> <p>2. People enjoy good health and wellbeing.</p> <p>3. People have equal opportunities to enrich their lives and reach their full potential.</p> <p>4. Communities are cohesive and have the facilities they need.</p>	<p>5. Businesses are trusted and socially and environmentally responsible.</p> <p>6. We have the world's best legal and regulatory framework and access to global markets.</p> <p>7. We are a global hub for innovation in finance and professional services, commerce and culture.</p> <p>8. We have access to the skills and talent we need</p>	<p>9. We are digitally and physically well-connected and responsive.</p> <p>10. We inspire enterprise, excellence, creativity and collaboration.</p> <p>11. We have clean air, land and water and a thriving and sustainable natural environment.</p> <p>12. Our spaces are secure, resilient and well maintained</p>