**Project/Programme Outline Document**

[ Project Title ]

[ Project Code ]

[ Investment Stream *Please choose one from Heavy Rail Safety and Development, Light Rail, Bus Programme, Ticketing & Technology / Integration and Support, Accessibility, Park & Ride, Active Travel* ]

Prepared for [ Sponsoring Agency ]

Prepared by [ Preparer/Consultant ]

Date:

Quality Assurance

|  |  |  |  |
| --- | --- | --- | --- |
| Prepared by | Checked by | Verified by | Approved by |
| *[Insert Name]* | *[Insert Name]* | *[Insert Name]* | *[Insert Name]* |

Revision History

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Revision | Revision Date | Description | Name | Approved by |
| *V.0* | *[dd-mm-yyyy]* | *[Describe changes]* | *[Insert name]* | *[Insert name]* |
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References

Public Spending Code: A Guide to Evaluating, Planning and Managing Public Investment (available at <https://www.gov.ie/en/publication/public-spending-code/>)

Transport Appraisal Framework Module 3 – Project/Programme Outline Documents (available at <https://www.gov.ie/en/publication/c9038-transport-appraisal-framework-taf/>)

NTA Project Approval Guidelines (available at <https://www.nationaltransport.ie/publications/project-approval-guidelines/>)

NTA Cost Management Guidelines (available at <https://www.nationaltransport.ie/publications/nta-cost-management-guidelines-updated-2023/>)

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***Please add content for Figures and Tables here.***

# Summary of the Proposed Scheme

TAF Reference Module 3 – 3.2

Please replace the below with the information about your own project.

***< Rational and Need for Intervention >***

* *What are the issues to be addressed by the project? The followings can be included in common transport issues, but are not limited to:*
  + *Existing or future poor safety conditions,*
  + *Adverse environmental impacts,*
  + *Excessive or unreliable journey times,*
  + *Infrequent transport services,*
  + *Existing or future high transport demand and associated infrastructure capacity constraints, and*
  + *Reduced accessibility to services for cohorts of the population.*
* *Are there opportunities to make this project a potentially beneficial intervention? For example, a planned or new housing development could justify the development of a dedicated cycle path to a nearby school or urban centre.*
* *Can this project deliver on policy priorities such as investment schemes can support climate action in the transport sector?*
* *What would happen if this project was not developed?*
* *What is the geographical area in which the proposal would likely be located and impact upon, which is known as the ‘study area’ for the scheme?*
* *What are the current or forecasted conditions in the study area? For example,*
  + *The existing transport network, including descriptions and maps of existing infrastructure, and travel information such as traffic numbers and usage, user characteristics, anticipated demand for the scheme, and availability of different modes,*
  + *Demographic and population trends, including identification of population centres currently on a route or being serviced,*
  + *General socio-economic conditions in the locality of the proposed project or programme, noting employment and income levels where possible as well as the dominant industries in an area and considering any areas with particularly high levels of deprivation.*
* *Are there any backgrounds to identify this project such as the development of previous iterations of the proposal and references in previous local, regional or national strategies and plans?*

***< Objectives of the Intervention >***

* *Are objectives demonstrating a clear link between the desired outcomes of an intervention and the rationale for intervention originally identified?*
* *Do objectives promote certain modes or options? As multiple possible solutions (including different modal options or non-infrastructural options) may be available to address an issue, objectives should not be framed in a manner that may lead to some options being precluded or in a manner that promotes bias in the option selection process.*
* *Are the scheme’s goals set up in relation to the appraisal criteria set out in the TAF Module 7? (Please refer to section 7.2 for details)*
  + *Transport user benefits and other economic impacts,*
  + *Accessibility impacts,*
  + *Social impacts,*
  + *Land use impacts,*
  + *Safety impacts,*
  + *Climate change impacts, and*
  + *Local environment impacts.*
* *Are objectives SMART – specific, measurable, attributable, realistic and time-bound? While objectives need not be SMART at POD stage, they will have to be made SMART at PBC stage (see 3.2.4 of TAF Module 3).*
  + *(Example) An identified problem may be a congested route in a city. The problem is congestion and the objectives could be to reduce congestion on the link to an acceptable level (i.e., Level of service D) within the next 5 years. (2.2 Setting Objectives, Common Appraisal Framework for Transport Projects and Programmes, p.18)*

# Alignment with National and Local Policies

TAF Reference Module 3 – 3.3

Please replace the below with the information about your own project

* *Does this project align with national policies and strategies? This includes:*
  + *Whether the scheme is included within the current National Development Plan (*[*NDP*](https://www.gov.ie/en/publication/774e2-national-development-plan-2021-2030/)*),*
  + *National Investment Framework for Transport in Ireland (*[*NIFTI*](https://www.gov.ie/en/publication/cfae6-national-investment-framework-for-transport-in-ireland-nifti/)*),*
  + *National planning and spatial development policy outlined in the* [*National Planning Framework*](https://www.gov.ie/en/publication/774346-project-ireland-2040-national-planning-framework/)*,*
  + *National climate action policy including the current national* [*Climate Action Plan*](https://www.gov.ie/en/publication/2d98d0-climate-action/?referrer=/en/campaigns/climateaction/)*, and*
  + *National and local climate adaptation documents including the* [*National Adaptation Framework (NAF)*](https://www.gov.ie/en/publication/fbe331-national-adaptation-framework/)*, the* [*Sectoral Adaptation Plan for Transport Infrastructure*](https://www.gov.ie/en/publication/a2444e-sectoral-adaptation-plan-for-transport-infrastructure/)*, and Local Authority Climate Action Plans.*
* *Does this project align with other policies and strategies? This includes:*
  + *Local Area Development Plans,*
  + *Metropolitan Area Strategic Plans (MASPs),*
  + *County Development Plans,*
  + *Regional Spatial and Economics Strategies (RSES) such as* [*Regional Spatial and Economic Strategy for the Northern and Western Region*](https://www.nwra.ie/rses/)*,* [*Regional Spatial and Economic Strategy for the Eastern and Midland Region*](https://emra.ie/final-rses/) *and* [*Regional Spatial & Economic Strategy for the Southern Region*](https://www.southernassembly.ie/uploads/general-files/Regional_Spatial__Economic_Strategy_for_the_Southern_Region_LOW_RES.pdf)*,*
  + *National Transport Authority’s Metropolitan Area Transport Strategies such as GDA Transport Strategy, Cork Metropolitan Area Transport Strategy and Limerick Shannon Metropolitan Area Transport Strategy, and*
  + *Transport Infrastructure Ireland’s National Roads 2040.*

# Modal/Service Delivery Options

TAF Reference Module 3 – 3.4

Please replace the below with the information about your own project

* *What ranges of modal/service options are considered to address the issue or opportunity identified for the longlist of potential options in the Preliminary Business Case?*
* *What modal/service options will not be considered? In this case, a justification for why they are being excluded should be mentioned.*
* *Are the modal/service options suggested developed in line with the Modal and Intervention Hierarchies and the Intervention Hierarchy in NIFTI?*
* *Are the options suggested developed in needs-based and objectives-led?*

# Costs and Affordability

TAF Reference Module 3 – 3.5

Please replace the below with the information about your own project

* *Are the range of potential costs outlined evidence-based?*
* *Do the total costs of the project include the total lifetime costs including operating and maintenance costs?*
* *Do the cost estimates consider all options suggested in 4. Modal/Service Delivery Options?*
* *What are the sources of funding such as Medium-Term Capital Envelopes in the case of Exchequer-funded proposals and budget envelopes?*
* *Does the affordability assessment consider the timings of potential payments?*

# Appraisal Plan

TAF Reference Module 3 – 3.6

Please replace the below with the information about your own project

* *Does the appraisal plan for the project include the following?*
  + *Defining the Study Area for the proposal,*
  + *The collection of the data required for use in appraisal,*
  + *Appraisal approach of the longlist of options,*
  + *Appraisal approach of the shortlist of options.*
  + *Programme level appraisal approach[[1]](#footnote-1) when any options are likely to be implemented as a programme,*
  + *The likely sensitivity scenarios around demand, costs, benefits, other relevant schemes etc for both the economic and financial appraisals, and*
  + *The intended approach for the incorporation of risks and contingencies.*
* *Does the appraisal plan for the shortlist of options address the following?*
  + *Economic appraisal approach: For schemes estimated to cost €30m or greater, a Transport and Accessibility Appraisal (TAA), a high-level Cost Effectiveness Analysis (CEA) and full Cost Benefit Analysis (CBA) must be carried out. Where the estimated costs are below €30m, a detailed Multi-Criteria Analysis (MCA) is required.*
  + *The approach to conducting the detailed demand analysis, including discussion of the modelling approach to be used.*
  + *The methodologies that will likely be used to calculate the cost estimates such as Reference Class Forecasting.*
  + *Technical parameters that will likely be used in the detailed appraisal.*
  + *Completing the TAA Scoping tab which is included in the TAA Guidance Excel template when a TAA will be conducted at the Preliminary Business Case Stage.*
  + *Details of what will be considered for analysis in the financial appraisal.*

# Governance Plan

TAF Reference Module 3 – 3.7

Please replace the below with the information about your own project

* *Which entities are the Sponsoring Agency and Approving Agency?*
* *What are respective roles and responsibilities of the Sponsoring Agency and Approving Agency regarding the key deliverables or programme lifecycle?*
* *What are the governance structures?*

# Appendix

Relevant documents from Phase 1 of the NTA Project Approval Guidelines can be attached here.

1. The report from the Irish Government Economic and Evaluation Service (IGEES) discusses appraisal challenges for programmes. These include potential issues of double counting, the impact of interdependencies, the use of different appraisal metrics and methodologies and setting appropriate appraisal time horizons for the project within a programme. In addition, the report recommends allowing for the submission of a single programme Strategic Assessment Report and programme Preliminary Business Case (PBC). It also suggests that bundling of projects for submission and approval should also allowed at Decision Gates Two and Three. Therefore, the Sponsoring Agency can discuss with the Approving Authority appraisal approaches for constituent projects of a programme and submission and approval approaches for each decision gate. Please refer to [Spending Review 2022 The Public Spending Code: Planning, Appraising and Managing Capital Investment Programmes](https://www.gov.ie/pdf/?file=https://assets.gov.ie/242770/19cd0477-6efd-478f-b678-ba6dd133cbdf.pdf" \l "page=null) published by IGEES for further details. [↑](#footnote-ref-1)