FACILITIES MANAGERS GUIDE

Control System Investment Prioritisation Matrix

Evaluate, compare and prioritise control system projects so you invest in what delivers the greatest value, reduces risk and supports your facility goals.

HOW TO USE THIS MATRIX

1. LIST PROJECTS
List potential control system projects or improvements.

2. SCORE CRITERIA
Score each project against the criteria from 1 (Low) to 5 (High).

3. CALCULATE SCORE
Multiply score by weighting to get a weighted total.

4. PRIORITISE
Rank projects by their total weighted score and take action.

PROJECT / INITIATIVE List the project or improvement being considered.	EVALUATION CRITERIA (Score 1 – 5) RISK REDUCTION How much does the project reduce safety, operational or compliance risk? WEIGHT 25% (125)	OPERATIONAL IMPACT How much will it improve reliability, uptime, efficiency or performance? WEIGHT 25% (125)	COST EFFICIENCY What is the potential return on investment or cost saving? WEIGHT 20% (100)	STRATEGIC VALUE How well does it support long-term facility goals and strategic plans? WEIGHT 15% (75)	IMPLEMENTATION COMPLEXITY How complex is the project to implement? (Higher score = lower complexity) WEIGHT 10% (50)	URGENCY How urgent is the need to implement this project? WEIGHT 5% (25)	TOTAL WEIGHTED SCORE (Max 500)	PRIORITY LEVEL	RECOMMENDED ACTION
1.									
2.									
3.									
4.									
5.									
6.									
7.									
8.									
9.									
10.									

PRIORITY SCORE GUIDE (Total Weighted Score)

400 – 500	300 – 399	200 – 299	0 – 199
IMMEDIATE	HIGH	MEDIUM	FUTURE
High impact / high risk. Action required now.	Important initiative. Plan and schedule.	Valuable but not time critical.	Low impact or low risk. Review later.

PRIORITY LEVELS

Use the total weighted score to rank projects from highest to lowest. Focus on the highest scoring projects that deliver the greatest benefit to your facility.

TOTAL BUDGET AVAILABLE £ ____________________

TARGET IMPLEMENTATION YEAR ____________________

TOP 5 PRIORITY PROJECTS SUMMARY

RANK	PROJECT / INITIATIVE	TOTAL WEIGHTED SCORE	PRIORITY LEVEL	EST. BUDGET (£)	EXPECTED BENEFIT / ROI	PLANNED IMPLEMENTATION YEAR
1.						
2						
3						
4						
5						

NEXT STEPS

- [ ] Review and validate scores with key stakeholders
- [ ] Confirm budget and resource availability
- [ ] Create project plan and timeline
- [ ] Track progress and re-assess regularly

REDUCE RISK AND DOWNTIME

IMPROVE RELIABILITY AND PERFORMANCE

OPTIMISE COSTS AND BUDGETS

SUPPORT STRATEGIC FACILITY GOALS

PLAN SMARTER. INVEST CONFIDENTLY. DELIVER LASTING VALUE.