

Report to	Policy and Resources Committee
Date	20 July 2017
By	Performance and Projects Manager
Title of Report	Project Evaluation Report

Recommendation: The Committee is recommended to

- 1) Receive the project evaluation**
- 2) Endorse the recommendation for learning at paragraph 3.1**

1. Summary and Background

- 1.1 During and at the end of large projects, and following completion of projects funded by the South Downs National Park Authority (SDNPA) Strategic Fund, evaluations are carried out. They help the SDNPA to be more effective and make best use of the resources it devotes to project work as well as making sure we get better outcomes from future projects. Learning from projects is part of an overall approach to performance improvement and learning. This report presents one project evaluation for consideration, the South Downs Alphabet Book. The Committee is asked to consider the evaluation report and endorse the recommendation for learning at paragraph 3.1

2. The Alphabet Book

- 2.1 This project involved young people working with the University of the Third Age in exploring, researching, discovering and being inspired by the special qualities of the South Downs. It used Eleanor Farjeon's 1939 A Sussex Alphabet as a lens through which to view the modern day National Park and brought the work of this lesser known writer to a new generation of people.
- 2.2 The total project cost was projected to be £91,000. This included a grant from HLF for £18,500, funding from SDNPA of £14,100 and match funding and in-kind support to the value of £58,350. The final project cost was £78,397 as in-kind support was slightly lower than anticipated at £45,950. This was reflected in the reduced amount of time commitment needed by expert volunteers to complete the tasks required.
- 2.3 This project represented good value for money for the SDNPA achieving very high levels of engagement across a wide audience that was new to the SDNP. It also generated new curriculum focused resources for the Learning Zone. The project has resulted in two beautifully printed books which are being retailed at outlets across the SDNP as well as online. It has been agreed that £1 from the sale of each book will be donated to the South Downs Volunteer Ranger Service and contribute to ongoing conservation of the heritage in the SDNP. The sale and marketing of the books is being managed directly by Snake River Press. The evaluation report is at **Appendix I**.

3. Corporate learning

- 3.1 The corporate learning from evaluations is pulled together and reviewed by relevant staff and Themed Programme Boards. Where it is significant it is added to the improvement

plan. The Committee is asked to note the recommendation in the evaluation report. This recommendation has some corporate applicability and the potential requirement for audience research will be added to the list of things those developing projects and projects managers need to consider when putting together projects that have this type of focus.

4. Policy and Programme Committee considerations

- 4.1 The project was approved in 2015 and reported to the Governance Committee as part of regular project reporting, the last time this happened was in [February 2017](#). It was also reported to Policy and Programme Committee as part of annual project reporting in [May 2017](#) and [appendix](#).

5. Other Implications

Implication	Yes*/No
Will further decisions be required by another committee/full authority?	No
Does the proposal raise any Resource implications?	Not in itself although the value for money of the projects themselves are reported as part of the evaluations.
How does the proposal represent Value for Money?	Each project is assessed separately for value for money. Overall the projects evaluated did represent either appropriate or good value for money.
Are there any Social Value implications arising from the proposal?	No
Has due regard has been taken of the South Downs National Park Authority's equality duty as contained within the Equality Act 2010?	Any such considerations are taken into account in the developments of the projects themselves.
Are there any Human Rights implications arising from the proposal?	No
Are there any Crime & Disorder implications arising from the proposal?	No
Are there any Health & Safety implications arising from the proposal?	No
Are there any Sustainability implications based on the 5 principles set out in the SDNPA Sustainability Strategy: 1. Living within environmental limits 2. Ensuring a strong healthy and just society 3. Achieving a sustainable economy 4. Promoting good governance 5. Using sound science responsibly	Learning from projects contributes to sustainability principle 2 ensuring a strong healthy and just society – considering social cohesion and wellbeing; principle 3 achieving a sustainable economy – considering impacts on or contribution to a sustainable economy; and principle 4 Promoting good governance – considering how to encourage active participation.

6. Risks Associated with the Proposed Decision

Risk	Likelihood	Impact	Mitigation
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That learning from projects is not fully captured	2	2	Well understood mechanisms are in place to capture information about the progress of projects and identifying learning through evaluation. Evaluation reports and case studies are routinely produced.
Learning from projects is not fed into future project development	3	2	Improvement planning is in place but there is potential to review and improve how this takes place. Project specific learning is followed up by themed programme boards which meet several times a year. Corporate learning is beginning to be captured and disseminated in a more comprehensive way via a revised improvement plan and in any revisions to guidance that might be deemed appropriate.

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Appendices I. Appendix I – Alphabet Book evaluation

SDNPA Consultees Chief Executive; Director of Strategy & Partnerships; Director of Planning; Directory of Operations; Director of Corporate Services; Chief Finance Officer; Monitoring Officer; Legal Services, Governance and Support Services Manager

External Consultees None - Report authors for the evaluation consulted SDNPA staff and project participants during the development of the evaluation report.

Background Documents [Approval for the Alphabet Book](#)

