

Report to	Policy & Resources Committee
Date	22 November 2018
By	Project Manager
Title of Report	Q2 and Mid – Year Project Update

Recommendation: The Committee is recommended to receive and review the mid-year overview of project delivery and the current budget position of the Strategic Fund.

1. Introduction

- 1.1 The SDNPA considers it important as a publicly accountable body, to monitor its performance. The Policy and Resources Committee has terms of reference which include *“To monitor and review the performance, including financial performance, of the Authority in the context of its business delivery, and the management and maintenance of the Authority’s assets in accordance with the Authority’s agreed budget, Corporate Plan and other approved plans, and make recommendations for changes as appropriate”*.
- 1.2 The purpose of this report is to update the Committee on projects during Quarter 2 of 2018-19. This report provides:
 - a mid-year update on the progress of projects;
 - an overview of the current position of the Strategic Fund (SF);
- 1.3 The annual review of the SF for 2017-2018 was reported to the P&R meeting in July 2018. This report is a mid-year report which provides an update on the current position for 2018-2019.

2. Projects

- 2.1 The table at **Appendix I** shows project status. The RAG (Red, Amber and Green) status shows if a project is on track or not. The RAG status is based on an assessment including key deliverables and achievement of targets as well as whether the budget is on or off track. If a project is behind or ahead with delivery or behind or ahead with budget, it will be amber. If it is both off track in terms of delivery and also in terms of budget it will be red. The arrows within the coloured sections show the direction of travel of the RAG rating from the previous Quarter.
- 2.2 Of the 10 SDNPA led projects none are red, 4 are amber and 6 are green. The SDNPA projects that are amber are the Rampion monitoring, Truleigh Hill Habitat and Access project, Heathlands Reunited and the Green Infrastructure Framework. Details of the reasons and any mitigations can be found in Appendix I.
- 2.3 Of the 8 Partner led projects, one is red, 2 are amber and 5 are green. The red project is the Sediment and mitigation on the River Rother. This is red because we have not yet received the final PhD report, however, the findings from the interim study are being used. The first amber project is Stanmer Park, which is on budget but behind in delivery. Procurement for contractors is now underway. The second amber project is Active Access, which is on budget but a bit behind on delivery. Further details can be found in **Appendix I**.

3. Update on Projects and the project shelf

- 3.1 There are 31 projects currently underway. 5 new projects have been funded from the Strategic Fund and one from the Rampion S106 fund so far in 2018-2019. Three projects approved this Quarter include the Audio Trails project for £18,280; the Petersfield Museum contribution of £10,000 and the Inn Crowd Project for £16,000. An additional 2 projects have had funding approved from the Strategic Fund in 2018-2019 but are not yet underway as they await further funding and grant confirmations. This includes the Beacon Hub project for £40,000 and Egrets Way Phase 5 for £35,000. Two additional projects approved last year for the Changing Chalk HLF bid are also still on hold while we await confirmation of the funding bid due in November 2018, these are for £115,000. These projects are all reflected in the Budget summary table below.
- 3.2 The project shelf sets out potential projects we know staff would like to bring forward over the next 5 years that are likely to require funding from the Strategic Fund. As these projects are developed they will be brought forward to the Policy & Resources Committee for approval as required. The details are included in **Appendix 2**.

4. Resources available in the Strategic Fund

- 4.1 The budget for the strategic fund from 2018-2019 to 2022-23 is set out in the overview table below. The level of funding available for projects may vary depending on the level of funding carried over as well as the annual allocation of funds into the strategic fund on an annual basis.

	Budget 2018-19	Budget 2019-20	Budget 2020-21	Budget 2021-22	Budget 2022-23
Annual Budget	220,000	220,000	220,000	220,000	220,000
Carried forward	576,389	478,493	560,350	710,135	914,420
Total Budget	796,389	698,793	780,350	930,135	1,134,420
Requirement for funding	317,876*	138,943	70,215	15,715	20,288
Estimated funding available	478,793	560,350	710,135	914,420	1,114,132

*This total includes projects that have been approved funding but are currently on-hold awaiting other funding decisions.

5. P&R Committee Considerations

- 5.1 Funding for projects over £50,000 up to £100,000 have to be approved by P&R Committee. Regular quarterly performance reporting to this Committee contains an update on projects.

6. Other Implications

Implication	Yes*/No
Will further decisions be required by another committee/full authority?	It will be the case that per the standing orders and the terms of reference for this Committee projects will come forward for approval in due course.
Does the proposal raise any	There are no direct resource implications to this report as the recommendations are for receive and review only.

Resource implications?	This report reports a mid-year position for the Strategic Fund which is funded from approved budgets.
How does the proposal represent Value for Money?	Value for money for individual projects is assessed at the development stage, mid-way through a project and at the end, through an evaluative process that is reported to this Committee. Setting aside a fund to support projects represents a positive return on investment as it enables projects to go ahead which might not otherwise.
Are there any Social Value implications arising from the proposal?	None
Has due regard has been taken of the South Downs National Park Authority's equality duty as contained within the Equality Act 2010?	There are no direct equality impacts arising from this report.
Are there any Human Rights implications arising from the proposal?	None
Are there any Crime & Disorder implications arising from the proposal?	None
Are there any Health & Safety implications arising from the proposal?	None
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	No negative impacts – all projects will contribute positively to some extent to the delivery of Partnership Management Plan outcomes, all of which are aimed at delivering sustainability.

7. Risks Associated with the Proposed Decision

7.1 Any project specific risks are

Risk	Likelihood	Impact	Mitigation
There may be some risks to our reputation if we are unable to provide match funding for some of our larger projects. This would also potentially reduce the types of funding we were able to apply for.	3	3	<p>The main mitigation for this is to keep close scrutiny of the strategic fund and apply a rigorous prioritisation process when approving those projects that commit the SDNPA to significant funding over a number of years.</p> <p>Further mitigation for this risk, is the work that will be carried out to generate income for the South Downs National Park and also potentially for the SDNPA.</p>

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Appendices

1. Overview of projects from Aspireview
2. Overview of proposed projects on project shelf

SDNPA Consultees

Chief Executive; Director of Countryside Policy and Management; Director of Planning; Chief Finance Officer; Monitoring Officer; Legal Services, Business Service Manager, Governance and Support Services Manager, Operational Management Team

External Consultees

None

Background Documents

[Performance Report for Quarter 1 2018/19](#)
[End of Year Project Reporting to P&R 2017-2018](#)