South Downs
National Park Authority

Report to	**Policy & Resources Committee**
Date	**28 February 2019**
By	**Project Management Officer**
Title of Report
NOTE	**Q3 Project Update**

Recommendation: The Committee is recommended to receive and review the Quarter 3 overview of SDNPA projects 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 Policy and Resources Committee on projects in delivery during Quarter 3 of 2018-19. This report provides:

- an update on the progress of projects to the end of Q3;
- an overview of the current position of the Strategic Fund (SF)

2. **Projects in Delivery**

2.1 Using the new Tableau Dashboards shown in **Appendix 1**, the dashboard titled 'Location and TPB' shows the location of all projects currently in delivery across the park. An extract of the Project Location by Themed Programme Board (TPB) is included below for reference. All park-wide projects have been represented at Midhurst as a segment of the pie chart. The colour of the projects identify which TPB the project is being governed through e.g. green shows projects being governed by the Water and Chalk TPB. There are currently 22 projects in delivery involving SDNPA inputs either through costs or resourcing.

Project Location by TPB
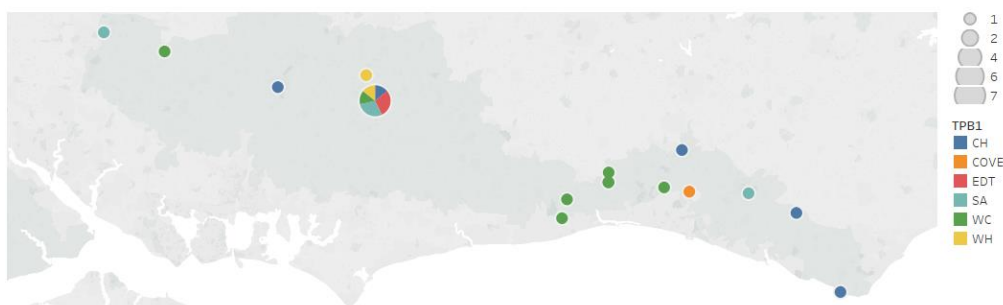
Map based on Longitude1 and Latitude1. Color shows details about TPB1. Size shows sum of Number of Records. Details are shown for Project Partners.

2.2   The 'Location and TPB' dashboard also shows how all the projects are progressing in terms of % Completion and % Spend. This graph is included below for reference. The black trend line shows the ideal scenario, and the colour of the project circle indicates the overall RAG status of the project for this quarter.

% Completion and % Spend
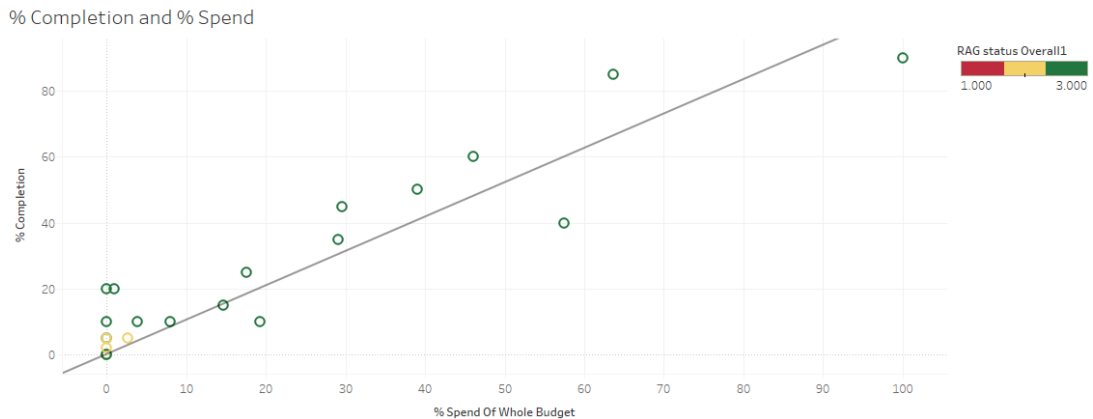
Sum of % Spend Of Whole Budget vs. sum of % Completion. Color shows sum of RAG status Overall1. Details are shown for Project Name1.

2.3   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. Where projects have an Amber or Red status the comments relating to the RAG status can be found using the linked Tableau dashboard and using the Tableau Reader software to examine the project data in more detail.

2.4   The % Completion and % Spend shows three of the projects in delivery have an amber RAG status in Quarter 3. Egrets Way Phase 4 is shown as Amber due to a minor route alteration requiring additional surveys; the Stanmer Park project is shown as Amber as additional tendering is required to try and bring construction costs down on the project; and the Beggars Bush project is shown as Amber due to delays in starting the project associated with personal circumstances for the partnering farmer.

2.5   Although three projects are shown as Amber status, you can see from the above graph they are all early on in the project with very low % completion and also associated low % spend, therefore the risks associated with these projects is considered manageable and alternatives to reduce the RAG status of the projects next Quarter have been agreed with the project managers.

2.6   The 'Programme and RAG status' dashboard in **Appendix 2** also shows the project programme of delivery or timeline. An extract of this graph is included overleaf. This shows the Truleigh Hill Habitat and Access project and Discover England project are both slightly behind in delivery. Both of these projects are currently seeking extensions to their overall programme of delivery. The colours on this graphic display the RAG status of the projects to help provide an overview of project issues and remaining duration for project delivery.
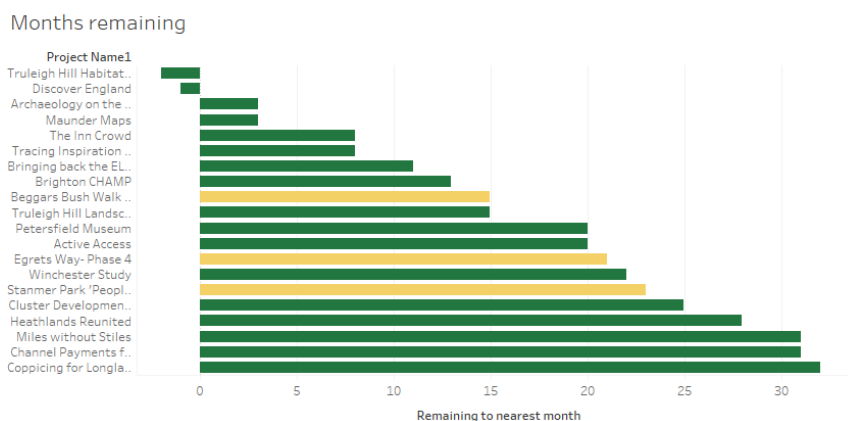
Months remaining

Sum of Remaining to nearest month for each Project Name1. Color shows sum of RAG status Overall1. The view is filtered on Project Name1, which excludes Rampion Monitoring and Watercress and Winterbournes.

2.7 A greater amount of project detail, such as who the lead partners are on each project, can be found using the linked Tableau dashboard and using the Tableau Reader software to examine the project data in more detail. This can be done by selecting the project of interest in either dashboard and the associated information relating to that project should appear providing more information than is shown in the above graphics or on the pdf versions included in Appendix I and 2.

3. New Project Approvals

3.1 There are 22 projects currently underway. These include 2 new projects that have been funded from the Strategic Fund in Quarter 3 2018-2019. The projects approved this Quarter include the Maunder Maps project for £6,000 (the Maunder Maps exhibition runs until mid-April) and the Bringing Back the Elms project for £20,000 funded from the Strategic Fund.

3.2 An additional 4 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 as well as two projects that form part of the Changing Chalk HLF bid for £115,000. The Changing Chalk HLF bid was unsuccessful in its first attempt however we are working with partners and the National Trust to determine other potential avenues for delivering these projects.

3.3 The new project approvals and on-hold projects are all reflected in the Budget summary table below.

4. Funding Resources for Projects

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	487,513	534,070	683,855	888,140
Total Budget	**796,389**	**707,513**	**754,070**	**903,855**	**1,108,140**
Requirement for funding	308,876*	173,443	70,215	15,715	20,288
Estimated funding available	**487,513**	**534,070**	**683,855**	**888,140**	**1,087,852**

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

Unspent Budget for Different Funding Sources

105,000
S106 Bordon

67,377
S106 Rampion

487,513
Strategic Fund
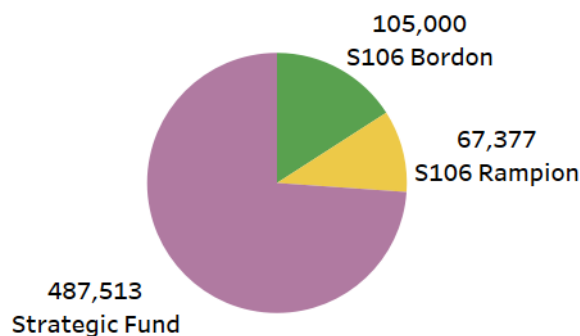
4.2   The above graph shows the remaining funding available in the Strategic Fund and also the S106 Bordon and S106 Rampion funds. The S106 Bordon fund relates to the Round Hill roundabout development and we are currently looking into project options that relate to the specific conditions of this fund. None of the S106 Bordon fund has yet been allocated to projects. The S106 Rampion fund has a further 8 years to be spent and specific conditions that projects must adhere to. A total of £175,123 has been allocated to projects from the S106 Rampion fund since it started in 2017.

5.   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 Resource implications?	There are no direct resource implications to this report as the recommendations are for receive and review only. This report reports a position for the Strategic Fund at the end of Quarter 3 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, midway 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?	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.

6.   Risks Associated with the Proposed Decision

6.1   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	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. 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.

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Appendices	1. SDNPA Projects in Delivery- Location and Status
	2. SDNPA Projects in Delivery- Programme and RAG Status
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	Previous Quarter 2 and Mid-Year project report