

Appendix 4: Corporate Performance Report 2019/20 year end progress update								
Corporate Plan Objective	Key priority, project or core work	What we will do	Responsibility	Key data	Commentary	RAG Budget	RAG Performance	Next steps & potential risks
<b>Objective 1:</b> We will develop strategies and support or lead strategic overarching partnerships and projects which deliver our first objective to conserve wildlife, the natural beauty of the landscape and cultural heritage - a thriving living landscape	<b>Key priority:</b> Tests and trials for environmental land management schemes	Work with Defra and farm clusters on tests and trials of the new environmental land management scheme	Farming Officer & Countryside and Policy Manager (Access)	<b>3 Environmental Land Management (ELM) Tests &amp; Trials</b> (T&T) farmer workshops run in May 2019 at Colemore, Funtington and Plumpton. Attended by <b>48 farmers, land managers and advisors</b>  <b>4 ELM T&amp;T</b> farmer workshops run in October 2019 at The Holt, SDC, Sullington and Alfriston. Attended by <b>77 farmers, land managers and advisors</b>	Key themes across all seven ELM T&T workshops in May and October were for a scheme that is simple, flexible and utilises local advice and knowledge in a collaborative way. A report was compiled for Defra providing feedback from all seven workshops. Constructive discussions were held on the role of NPs within T&Ts, and enables us to set out our longer term vision of having significant involvement with the ELM National Pilot from 2024. The final report was submitted to Defra in January. It was one of the first T&Ts to be completed and has been well received. Findings from the report have been referenced in some of the more recent ELM policy discussion documents, and the farmer feedback on advice provision within the new scheme was presented by the Farming Officer at an ELM Thematic Working Group meeting in February.  We also developed and submitted a Farm Cluster/Land App ELM T&T test proposal in September which was approved by Defra in November. <b>Four farm cluster groups</b> are involved (Eastern South Downs, Rother Valley, Selborne Landscape Partnership, and Winchester Downs) looking at chalk grassland, resource protection, pollinators and access respectively. All participating groups have now collated and mapped relevant data and shared with their participating farmers.	N/A		<b>Next steps &amp; risks:</b> Due to the on-going COVID-19 situation, some ELM T&Ts have had to pause activity, most commonly around group meetings, until Government advice suggests it is safe to continue. Due to the nature of the Land App, much of the work for this T&T can be undertaken remotely and smaller group meetings can be conducted via Zoom, so the project will continue as planned.
	<b>Key priority:</b> Establish the South Downs as a nature recovery network	Publish the South Downs GI Framework and implement a programme of work	Countryside and Policy Manager (Landscape & Biodiversity)		Summary <b>People &amp; Nature Network (PANN)</b> document (Green Infrastructure in the South Downs National Park and Wider South East) is completed and ready for publication and release on the web site.  The <b>East Winchester Study Action Plan</b> is complete following extensive stakeholder engagement. The remaining final outputs - technical report, story map and downloadable info page are awaiting completion. We are working with local stakeholders to develop a project implementation plan from a high level strategic vision.  Initial partnership meeting has been held regarding joint working in <b>Natural Capital Investment Area (NCIA) no 2</b> - East Hants and Heathlands.	N/A		<b>Next Steps:</b> finalise publication of <b>PANN</b> documents on the new SDNPA website and make available, along with <b>Winchester Study</b> document. Continue to use the PANN evidence base to feed into other initiatives such as the Nature Recovery Network work. <b>East Hampshire and Heathlands (NCIA 2):</b> work to progress on audit of current initiatives and stakeholders. <b>Winchester Study stakeholder group</b> to be refreshed going forward into delivery phase. <b>NE National standards</b> work in relation to the East Winchester Study to be developed during Q1 2020-21.
	<b>Project:</b> Develop landscape scale projects which restore and manage priority landscapes	Complete and implement the Winchester Area study	Infrastructure and Environment Strategy Lead	These projects are reported on in the Tableau Dashboard showing project performance				
		Implement the action plan for the Truleigh Hill landscape project	Landscape and Biodiversity Lead (Chalk)					
	<b>Project:</b> Heathlands Reunited	With partners, deliver year 4 of the HLF programme	Heathlands Reunited Project Manager					
	<b>Project:</b> Extend Catchment management approach	Identify partners and work up project proposals for <b>CHAMP from Brighton to Worthing</b>	Landscape and Biodiversity Lead (Water)					
	<b>Project:</b> Woodland Trust partnership	Deliver year 3 of the partnership programme helping woodland owners with support to enable sustainable management (' <b>Bringing back the ELMs</b> ')	Landscape and Biodiversity Lead (Woods & Heaths)					

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	<a href="#">Core work:</a> Maintain heritage assets	Agree action plan for implementing recommendations for scheduled ancient monuments and non-designated assets	Cultural Heritage Lead		Agreed with Historic England, RSPB and National Trust to proceed with the project we are developing, keeping a watching brief on Covid-19 developments and likely impacts. Document currently in development to outline key drivers, tasks, project purpose and outputs to refine thinking and reach agreement across all partners on best collaborative approach. Current timescale for project development are fluid, but agreed that we need to get this right, and ensure we are responsive and reflective of community needs post Covid-19. Additionally, draft brief has been developed by Seven Sisters Country Park (SSCP) Landscape Working Group for an archaeological desk based assessment of scheduled monuments in the SSCP area, with climate change, flood plain and landscape management issues highlighted to guide a risk management approach. Outcome of this research work would feed into any response to this corporate objective.	N/A		<b>Next steps:</b> Possible that 2020/21 will be used for project development and evidence gathering (potentially with some small scale research commissioning) with 2021/22 for main delivery. Agreed that a follow up discussion will be held in May between all partners.
	<a href="#">Core work:</a> Maintain International Dark Sky Reserve Management Plan	Explore collaborative areas of work through a DNS partnership with existing IDA sites and other UK protected areas	Lead Ranger (Wealden Heaths)	<b>Nine International Dark Skies Association (IDA) committee meetings</b> attended over the year, including one on SQM accuracy	Due to have first UK Partnership meeting in March at CPRE but led and steered by SDNPA. However, this did not take place due to COVID-19	N/A		<b>Next steps:</b> Online/virtual meeting being developed for the future.
		Develop opportunities for addressing key lighting threats and increasing engagement	Lead Ranger (Wealden Heaths)	<b>Four DNS Events</b> (including STEM) attended  <b>One talk</b> given to Institution of Lighting Professionals Conference  DNS Festival in Feb and related events: <b>5</b> - Indoor events run by SDNPA <b>3</b> - Additional Star parties <b>3</b> - Partner events supported (e.g. Portsmouth)	Institution of Lighting Professionals (ILP) obtrusive lighting guidance updated with SDNPA SQM Environmental Lighting Zone (E zone) data. Farm Lighting Guidance final stages of production in consultation with lighting engineer. Lighting guidance calculations completed. Met with Hampshire Astronomy Group for Space trail at QECP. Developing guidance for Tide Mills.	N/A		<b>Next steps:</b> Farm Lighting Guidance document to be finalised
		Maintain key IDA requirements for the Reserve (e.g. mapping, events, annual reporting, planning)	Lead Ranger (Wealden Heaths)	<b>Four DNS Events</b> (including STEM) attended  <b>Six DNS Events</b> attended with South Downs Planetarium for Moon Landings.  <b>Two NCS events</b> attended in Southampton  <b>One NCS event</b> attended at Lodge Hill	Planning applications responded to - approx. 3 per week. Attended special solar viewing and NASA 50th Moon landings events. IDA report submitted and approved. SQM recording for DNS map started. Hampshire focus due to existing anomaly with data. Initial indications show that anomaly was real and that Hampshire sky IS darker than originally recorded. Suggests that Western Hampshire would be redrawn to be 'core'. SQM measurements updated for rest of core area in Western area. Some less critical areas remain (north of Selborne/Liss corridor). Clanfield Observatory provided high res SQM data from observatory for analysis.	N/A		<b>Next steps:</b> GIS map to be updated - request submitted. Clanfield data will help generate a time-dependant SQM map once the rate of darkness has been determined.
	<a href="#">Core work:</a> South Downs Forestry Champions	Support the delivery of the Forestry Champions action plan	Landscape and Biodiversity Lead (Woods & Heaths)		<b>People work area:</b> Discussions held with Royal Forestry Society (RFS) to deliver training courses for foresters in the SDNP under umbrella of popular RFS one day courses. These courses are now programmed and being advertised widely. Forestry Commission (FC)/RFS have been working on a course for military personnel leaving forces and re-training in forestry - delivered through Plumpton. Big Wave TV videos filmed, ready for use early in 2020 <b>Place work area:</b> New Ash Dieback resilience officers at West Sussex County Council and at Forestry Commission who we will be working with on strategic planning. Providing ongoing support and funding one day training course for deer managers for CPD. 'Bringing back the Elms' successfully planted 600 Dutch Elm-resistant elms in 2018/19, order placed for a further 700+ trees for 2019/20. SDNPA supporting South Downs Deer Management Group (DMG) and supporting Natural England funding bid for Yew regeneration; finalising SDNPA role in 300 ha tree planting scheme in Meon Valley; Trees for the Downs fundraising campaign now launched <b>Prosperity work area:</b> press release on SDNP bus shelters released, SD Forestry Champions newsletter produced. Discussions held with an SDNP estate about potential for provision of affordable homes for estate workers	N/A		<b>Next steps:</b> SDNPA/Royal Forestry Society (RFS) training course programme being developed for 6 courses running from April to October for foresters in 2020.  <b>Risk:</b> Covid 19 implications has led to the cancellation of RFS Courses.

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	<u>Core work:</u> Site specific habitat management	1. Agree the approach and plans to control invasive non-native species (INNS)	Landscape and Biodiversity Lead (Water)	12 Partners	Partners continue work to deliver priorities in the South Downs Invasive Species Strategy. Most work completed for this year by early Autumn but continued monitoring and planning for next control season	N/A		<b>Next steps:</b> Continue to influence other partners and engage through the catchment partnerships to ensure best use of resources and catchment wide approach. Discussions continue with partners planning for the next year.
		2. Agree habitat management for INNS with partners	Landscape and Biodiversity Lead (Water)	15 species plans	Project Plans to control individual species in geographic areas (river catchments)	N/A		<b>Next steps:</b> Review current species plans.
		3. Habitat management to protect and enhance priority habitats	Landscape and Biodiversity Lead (Water)	15 planned projects implemented	Projects implemented towards delivery of species plans and INNS strategy - e.g. control of rhododendron and monitoring and control of mink.	N/A		<b>Next steps:</b> Review and refine projects for 2020 season
	<u>Core work:</u> Landscape character refresh	1. Commission and oversee consultants to update the landscape character assessment for the South Downs	Landscape and Biodiversity Lead (Chalk)		LUC commissioned to undertake this work. Final batch of draft descriptions for the Landscape Character Types (LCTs) have been submitted for comment. Work started on transferring content to the on-line platform and developing the 'story-maps' to accompany them. Natural England have expressed an interest in the project as they are starting work to update the National Character Area (NCA) Profiles and have selected NCA 125 'South Downs' as the pilot as they feel this is a <b>National Exemplar</b> .	N/A		
		2. Pilot the use of monitoring the SDNP from space	Landscape and Biodiversity Lead (Chalk)		Draft of the final report has been submitted for approval. This reporting approach has focussed on items relevant to the Local Plan Annual Monitoring Report (AMR), the Partnership Management Plan and monitoring Natural Capital assets. We also intend to consider how it might help us monitor the impact of Climate Change on the National Park. Session run with Strategy Leads, Planning Policy Leads and Rangers to consider how the approach can be used to support project work in future. Initial structure/content agreed for the annual reports. Defra have added the SDNPA to its list of accredited organisations to access its own repository of Satellite Data so we will have additional Hi-Res images to use in the future. Some interest from other National Park Authorities in our approach to landscape monitoring.	N/A		
	<u>Core work:</u> Tranquillity mapping	Set up a citizen science project to refresh the existing tranquillity map	Landscape and Biodiversity Lead (Chalk)		Upham Parish expressed an interest in developing a survey for their area. The new platform to support the survey has been trialled and has proven easy to use and robust. Training dates were set for Upham Parish for survey in Spring 2020. Survey Maps were produced to support the Parish in this survey work. Unfortunately, the impact of Covid 19 lock down has meant we have been unable to carry out or support any volunteer based activity - or site visits/surveys.	N/A		<b>Next steps:</b> This will need to be picked up once the current restrictions start to be lifted

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<b>Objective 2:</b> <b>We will develop strategies, support or lead strategic overarching partnerships and projects which deliver our second objective to promote understanding and enjoyment through volunteering &amp; learning, high quality access management and providing information and events - people connected to places</b>	<u>Key priority:</u> Improve the health and wellbeing of communities and residents	1. Complete the strategic review for health and wellbeing	Health and Wellbeing Officer & Performance and Projects Manager		Final draft prepared and due to be shared at a Member forum for endorsement before publication over the summer.	N/A		<b>Next steps:</b> Once the strategy and associated action plan is finalised, it will guide delivery for Health & Wellbeing priorities and projects
		2. Identify projects that will deliver PMP priorities	Health and Wellbeing Officer & Performance and Projects Manager	<b>2 arts and 1 connecting to nature through natural materials</b> pilot projects are being developed for delivery during 2019/20 & early 2020/21. The first project, 'Truleigh Inspiring', involved working with Arts group Creative Waves. On average between <b>9 and 15 participants</b> attended weekly.	The 'Truleigh Inspiring' project engaged with vulnerable individuals who were referred via social prescribing and other health routes. It involved two trips to Truleigh Hill as well as creating arts pieces to then place at Truleigh Hill as a trail by the end of March. As the project is now largely complete, a final celebration event was scheduled. This unfortunately coincided with the lockdown due to Covid-19, and has not yet taken place.	N/A		<b>Next steps:</b> Contact with the 'Truleigh Inspiring' project lead has been maintained and appropriate celebration and testimony from participants will be sought as soon as practicable, once Government guidance allows for this. The two other pilot projects ('Deep Time and 'Moulscomb Forest Garden') are currently on hold due to COVID-19.  <b>Risk:</b> As the two projects on hold were funded by Public Health England (PHE) as part of the work with the Cabinet Office Behavioural Insights Team, we may need to reimburse that part of the funding that was intended for this project. When PHE colleagues have more capacity, we will contact them to discuss this.
	<u>Key priority:</u> Engage new audiences from underrepresented groups	Promote the John Muir programme as outreach to families who would otherwise not engage with the National Park	Learning, Outreach and Volunteer Lead & Families Outreach Officer	<b>2 organisations</b> have confirmed participation  Links made with <b>10 organisations</b> to deliver activities in support of the John Muir Award (JMA). A further <b>3 organisations</b> are interested and discussions are underway	Work is well underway to identify community organisations working with our target families. Contact has been made with several groups and follow-up visits arranged to recruit families. Two organisations (Safety Net and Enable ability) have already confirmed participation.	N/A		<b>Next steps:</b> Work to agree the delivery of activities has stalled due to current lockdown. However, resources and activities are currently being prepared so we can progress once we are able. In addition a JMA training session is being planned for staff from these organisations to support them in delivery. The date has been rescheduled from May to October 2020.
	<u>Project:</u> Centurion Way	Secure planning permission for the next phase	Countryside and Policy Manager (Access)	This is reported on in the Tableau Dashboard showing project performance				
		Secure funding opportunities for project delivery	Countryside and Policy Manager (Access)					
	<u>Project:</u> Introduce entry signage to the SDNP	1) Erect 19 entry signs across the SDNP	Communications and Engagement Manager & Project Management Lead	Phase 1 installation of 19 entry signs has now been completed and we have started delivery of Phase 2 with a further 32 signs to be installed before the end of December 2020.				
		2) Assess the impact and consider the installation of further signs		Phase 2 signage is reported on in the Tableau Dashboard showing project performance				
	<u>Project:</u> Public awareness campaign to celebrate the 70th Anniversary of protected landscapes	1) Develop 9 posters advertising key sites accessible by sustainable transport	Communications and Engagement Manager & Head of Marketing and Income Generation	The campaign with the National Parks and AONBs of the South East (South Downs, High Weald, Kent Downs, Surrey Hills and Chichester Harbour) to celebrate 70 years of protected landscapes, Going Out Out ( <a href="http://going-outout.co.uk/">http://going-outout.co.uk/</a> ), was launched on 19 July 2019. Posters were displayed across Great Western Rail, Great Eastern, Metro bus, Stagecoach and Brighton Buses. At least <b>235,000 people were reached</b> . The campaign, which encouraged young people to visit our special landscapes, was launched with the enthusiastic support of Julian Glover. Gatwick Airport displayed our posters across the airport during the 29 and 31 July with another promotion in the Autumn.				
		2) Promote the sites across the South East transport network during summer 2019						
	<u>Core work:</u> Selected improvements to the centurion way	1. Complete improvements to the South Downs Way funded by the Mend Our Way campaign	South Downs Way National Trail Lead	Specifications and relevant permissions obtained for the <b>3 Mend our Way</b> funded improvement schemes completed  <b>950m of byway</b> was resurfaced at a cost of <b>£48,000</b>  <b>c.1100m of SDW public bridleway</b> was surfaced and drainage improved at a total cost of <b>£64,863.00</b>	<b>Hyden Lane</b> (Hampshire) and <b>Pen Hill</b> (West Sussex) Mend Our Way (MoW) improvement projects were completed on time. Tenders were assessed and the contract awarded for the <b>Old Winchester Hill</b> (Hampshire) Mend Our Way improvement project. Delivery of this was planned for 2019/20, but access complications and Access Team capacity meant that the decision was taken to have everything ready for on the ground work in summer 2021.			<b>Next steps:</b> The final element of the MoW projects (Old Winchester Hill) has been delayed beyond our initial timetable. However, funding is unaffected and the delay will ensure we maintain the highest quality and standard of work.

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	to the existing network	2. Complete Phase 4 of the Egrets Way shared route	Access and Recreation Strategy Lead	Phase 4 works <b>100% complete</b>	Works were completed and signed off on site during January 2020. The scheme was delivered well within budgetary forecast. The LEADER grant claim was submitted within the deadline and validated by the funding body. The grant payment was received before the year end accounts closed. The path is fully open to the public although the formal launch event scheduled for 22 March had to be cancelled due to Covid-19 restrictions.	N/A		<b>Next steps:</b> An End of Project Review has been written and submitted to the Performance and Projects Team. Funding for Egrets Way Phase 5 has been secured via CIL and the Strategic Fund. Work to progress legal agreements and detailed designs in advance of issuing tender is due to commence in 2020/21. The Covid-19 restriction are likely to have an impact on progress and programming of this scheme.
	<a href="#">Core work: Learning</a>	Host the National Parks UK Learning and Engagement Network 2019	Learning, Outreach and Volunteer Lead		Meeting at Lodge Hill hosted successfully with very positive feedback from the group	N/A		
	<a href="#">Core work: Diversify park-wide volunteering opportunities</a>	Establish a volunteer youth pilot scheme/project	Learning, Outreach and Volunteer Lead	4 x South Downs Summer Youth Action Days took place with <b>one postponed</b> due to bad weather.	Further South Downs Youth Action (SDYA) days were planned for February half-term. In addition, a project proposal was submitted to the Connecting People and Communities Theme Programme Board (CCP TPB) to develop this approach into a Park-wide model with partner organisations. This proposal was approved and an external funding bid submitted which was successful. An Invitation to Quote (ITQ) to deliver this work was published and <b>5 organisations expressed an interest</b> . However, the outbreak of Covid-19 means that this project has been put on hold until we are advised by Government that public engagement activities can recommence.	N/A		<b>Next steps:</b> This is stalled indefinitely as we are dependent upon public engagement to progress this project. The funder has agreed a delay to activities in light of the current crisis.
	<a href="#">Core work: Improve visitor information on the website</a>	Update the Discovery Map and make it more prominent	Communications and Engagement Manager		New Discovery Map launched with new website and it now has a clear route for visitors	N/A		<b>Next steps:</b> work with the Sustainable Tourism Lead to continuously develop and improve the Discovery Map
<b>Objective 3:</b> We will develop strategies, support or lead strategic overarching partnerships and projects which deliver our third objective to build sustainable communities which are engaged and shaping their environment and supporting sustainable businesses and tourism - towards a sustainable future	<a href="#">Key priority: Position the National Park as a sustainable tourism destination</a>	Develop a sustainable tourism network for providers within the South Downs National Park	Enterprise Development Lead & Sustainable Tourism Lead	409 interviews with businesses completed, <b>33%</b> of which operate within the visitor economy  65% of respondents were interested in registering as a member of the South Downs National Park business community	Marketing Means conducted all interviews in time and produced a draft report which is currently being reviewed by the Enterprise Development Lead, Sustainable Tourism Lead and the Performance and Research Lead	N/A		<b>Next steps:</b> once the draft report has been updated and a final report produced, an action plan will be created. In addition to this, due to Covid-19, a more immediate Business Recovery Strategy is being produced with SDNPA currently surveying local businesses to establish where we can offer support now and in the near future, coming out of Covid-19.
	<a href="#">Key priority: Improve the visitor experience</a>	Improve the SDNP website to deliver business support for the visitor economy and rural enterprise	Communications and Engagement Manager		New National Park website launched. Work carried out with Sustainable Tourism lead to improve the visitor offering.	N/A		<b>Next steps:</b> Work now ongoing with Sustainable Tourism Lead and Rural Economy Lead to look at how the website can support the rural economy, especially looking at post-lockdown revival
	<a href="#">Key priority: Promote rural innovation</a>	Identify the Top 100 enterprises within the South Downs National Park that deliver National Park purposes	Enterprise Development Lead	409 interviews with local businesses successfully completed	Works have progressed well during this quarter. We now have a final draft of the updated Economic Profile Data from Simpson Consulting which is scheduled to be presented to SMT on 27th April for feedback. The Business Survey ended on 17th March 2020, with 409 successfully completed interviews and a topline report submitted.	N/A		<b>Next steps:</b> Simpson Consulting will complete the final report for the Gap Analysis study by 8th April which will complete the data gathering element of this project. Marketing Means will produce a final report for the Business Survey in June 2020. The analysis and creation of an Action Plan will take place in June, along with the creation of an Enterprise Network made up of businesses recruited through the survey. The Top 100 project will be amalgamated into this emerging strategy, as one of the outcomes of the engagement strategy is the creation of an Enterprise Network.
	<a href="#">Key priority: Increase delivery of affordable housing</a>	Operation of the Authority's affordable housing grant scheme and continued prioritisation of (free) planning advice for affordable housing schemes	Major Planning Projects and Performance Manager	59 affordable dwellings were constructed in the National Park.	For the Financial Year 2018/19, as reported in the Authority's recent Annual Monitoring Report, 59 affordable dwellings were constructed in the National Park. This is the highest number for some years and represents 19% of all the housing constructed in the National Park in this financial year			<b>Next steps:</b> Another SDNPA grant of £60k is expected to be made to Midhurst Community Land Trust (CLT) in the coming months for the delivery of two affordable dwellings in Midhurst
	<a href="#">Project: Discover England - National Park Experience phase II</a>	Develop South Downs bookable tourism experiences tailored towards national and international markets	Sustainable Tourism Lead	This is reported on in the Tableau Dashboard showing project performance				



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	<b>Core work:</b> Deliver a robust planning framework	1. Consult on main modifications to the Local Plan in spring 2019	Planning Policy Manager		The Local Plan was adopted 2 July 2019. Permission was sought to Judicially Review (JR) the Plan but this was withdrawn before it reached the High Court	N/A		
		2. Adopt the Local Plan summer 2019	Planning Policy Manager		The Local Plan was adopted at NPA on 2 July 2019	N/A		
		3. Produce guidance to support the implementation of the Local Plan	Planning Policy Manager		A number of Supplementary Planning Documents (SPDs) and Technical Advice Notes (TANs) have been produced this year, ready to be adopted in 2020/21.	N/A		<b>Next steps:</b> Affordable Housing and Sustainable Construction SPDs due to be adopted Q1 2020/21. Viticulture TAN due to be adopted Q2 2020/21 following on from publication of impact study. Design SPD, Camping & Glamping TAN and Update to Extensions TAN due to be published for consultation Q2. Trees and Parking SPDs due to go to Planning Committee Q2 2020/21. Biodiversity Net Gain SPD awaiting progress on Environment Bill.
	<b>Core work:</b> Develop hubs and gateways	Create at least one new hub or gateway to the National Park incorporating the shared identity	Communications and Engagement Manager	One hub/gateway delivered and one in development. One existing hub/gateway updated.	SDNP Gateway/access signage delivered for Balsdean SSSI, East Sussex. Planning underway for new gateway at Seven Sisters Country Park. Some other work is in design phase but no installation can happen due to Covid-19. South Downs Centre revamped in Q4.	N/A		
	<b>Core work:</b> Whole Estate Plans	Progress four more Whole Estate Plans (WEPs)	Countryside and Policy Manager (Sustainable Economy & Tourism)	9 WEPs being undertaken 3 out of 5 endorsed WEPs have been monitored with annual progress meetings.	WEP guidance was reviewed and revised. An action plan of all endorsed WEPs has been developed to monitor post-endorsement to progress and manage relationships with the estates over the life of the WEP. Lake District National Park Authority is adopting the framework. Endorsed WEPs are having their action plans incorporated into the PMP where appropriate and annual meetings with estates have been booked for 2020. RSPB Pulborough, Firle and Eastbourne have submitted draft WEPs. Internal session with officers and members held to discuss process and procedures.	N/A		<b>Potential risks:</b> Covid 19 impact towards the end of this quarter led to prioritising and postponement of meetings and WEP activity
	<b>Core work:</b> Neighbourhood planning	Continue to support communities inside the National Park in the preparation of Neighbourhood Development Plans and other community-led plans	Communities Lead	56 Neighbourhood Development Plans (NDPs) exist across the SDNP. These plans are at various stages of production The SDNPA made (adopted) 31 NDPs 2 NDPs have been reviewed and updated - Findon and Arundel	The SDNPA has adopted 31 NDPs. Once adopted the plans form part of the development plan for their respective parishes. Adopted NDPs include Fittleworth and Seaford.	N/A		<b>Next steps:</b> The following NDP activities are anticipated for Q1 (2020/21): Modifications to the Twyford NDP will now be made based on representations received in the Pre Submission consultation. Rogate NDP will be submitted for Regulation 116 consultation. Stedham with Iping NDP has been modified according to the Examiner's recommendations – the referendum for this NDP has been delayed due to the Coronavirus Pandemic.
	<b>Core work:</b> Ensure timely provision of infrastructure to support development in the National Park	1. Operate S106 and CIL processes effectively to maximise receipt of monies owed	Major Projects Lead	For S106 £226,865.20 has been spent on a total of 15 projects. For CIL at the end of the financial year we had collected a total of £1,877,567.95	For S106 the types of projects being funded include: educational services in West Sussex, Egrets Way Phase 4, footpath improvements, kissing gates, a play area in Buriton, a disabled toilet in Sheet, road improvements in Sheet and highway works.	N/A		
		2. Implement the Infrastructure Business Plan (IBP) to prioritise allocation of CIL income	Major Projects Lead	The 2019 IBP was approved by Planning Committee in November 2019. This awarded £258,969.60 to West Sussex County Council, £110,986.97 to East Sussex County Council, and £554,965.00 to 20 projects across the National Park.  Over 400 projects are currently being assessed for inclusion on the 2020 IBP (i.e. spending of 2019/20 CIL Receipts)	Examples of the projects awarded funding in 2019/20, include £113,000 to Egrets Way Phase 5, £80,000 to Eastbourne Park and £50,000 to Queen Elizabeth Country Park.  The closing date for submitting bids on the 2020 IBP was 31st Jan 2020	N/A		
	<b>Objective 4:</b> We will develop strategies, support or lead strategic	<b>Key priority - Our services:</b> Make correct and high	Development Manager	100% of government targets in terms of decision making have been met in a timely manner	Note that the Government target for major applications determined within 13 weeks is 60% - we achieved 85%. The Government target for minor and other applications determined within 8 weeks is 70% - we achieved 80%.	N/A		

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Corporate Plan Objective	Key priority, project or core work	What we will do	Responsibility	Key data	Commentary	RAG Budget	RAG Performance	Next steps & potential risks
overarching partnerships and projects which deliver our fourth objective to be a confident and secure organisation exercising effective influence delivering shared outcomes through excellent customer service, providing value for money and generating income to support our work	quality decisions on development management proposals	2. Work with host authorities to improve the quality of their decision making and performance	Major Planning Projects and Performance Manager	Approximately <b>80% of all planning decisions taken</b> in the National Park are taken by the 5 host authorities	Host authority performance is generally good but there is some variation in host authority performance which is being addressed.	N/A		<b>Next steps:</b> Dealing with the impacts of Covid 19 on planning is a focus for Q1 2020/21. Decisions have continued to be made but there is some knock on impact on performance as site visits during lockdown did not take place.
	<u>Key priority - Our services:</u> Improve performance reporting and project management	1. Embed the revised project management process across the SDNPA	Project Management Lead	<b>Sixteen projects in delivery in 2019/2020</b> were approved through the new system. <b>12 of these</b> have a project delivery plan equating to <b>75%</b> . Two of these projects are on hold.	To measure how well the revised project management process has been embedded across the SDNPA, we are calculating: the number of projects that have been through the project approval process, and the number of these that have produced delivery plans.	N/A		
		2. Introduce new project reporting for Members	Project Management Lead	Used in P&R to report on Q4 projects and for the year end round up	Tableau dashboards rolled out to Members at P&R committee and used in quarterly project reporting.	N/A		
	<u>Key priority - Our services:</u> Make improvements to the SDNPA website	Review and implement relevant recommendations from the Citizens Panel online community work	Communications and Engagement Manager		New National Park website user tested and launched. Built Local Plan webpages based on feedback from the Citizens Panel. We also improved navigation through those pages e.g. shorter text on parent pages, more hyperlinks linking to major content pages, etc. The result of that is faster load times and a more coherent navigation for the user.	N/A		<b>Next steps:</b> Phase 2 of website - learning zone and volunteering is now underway
	<u>Key priority - Our organisation:</u> Support the SD Trust to deliver 1/2 million £ of funding for projects across the National Park	1. Provide communications support including one public fundraising campaign	Head of Marketing and Income Generation	<b>£89k raised</b>	By the end of the year £57k had been raised for <b>Beelines</b> and £32k for <b>Trees for the Downs</b> .	N/A		<b>Next steps:</b> With a number of other prospects for both appeals, we are confident they will meet their targets and will launch in Q1 2020.
		2. Work with partners to develop attractive projects for external funding	Head of Marketing and Income Generation	In 2019/20 the Trust secured <b>£493k</b> for projects within the National Park. In addition, <b>£25k</b> was secured for the SDNPA (£5k Forest Holidays, £20k Gatwick) and <b>£250k</b> through our new Statutory Function through Lewes CIL.	Despite COVID-19 we ended 2020 in a strong position with a pipeline of over <b>£2 million</b>	N/A		
	<u>Key priority - Our organisation:</u> Drive efficiencies in new contracts	Seek continuous improvement within contracts and on the renewal of term contracts, reducing costs and/or enhancing service provision	Head of Business Services		Set up <b>NPA Recruitment Advertising Framework</b> , with Webrecruit. Purpose of framework is to reduce costs, share data and improve the recruitment process. Engaged with <b>Crown Commercial Services Framework</b> to reduce train travel costs and admin. ICT contracts re-tendered ( <b>Desk side support and Infrastructure as a Service (IaaS)</b> ). IaaS contract won by new supplier.	N/A		<b>Next steps:</b> transition due to happen on 1 July 2020. This is a complex exercise involving significant amounts of data and may result in downtime 30 June-1 July.
	<u>Key priority - Our organisation:</u> Keep accommodation outside of the South Downs Centre under review in order to meet changing business needs in the longer term	Continue to review opportunities to secure suitable long term accommodation for our area offices that meets the aspirations of the Authority	Head of Business Services		Throughout the year we worked towards procuring Heath Barn Farm for the <b>Wealden Area Office</b> . Project terminated after failure to agree lease terms with owner of site.	N/A		
	<u>Key priority - Our people:</u> Foster a culture where our people are empowered and supported to deliver to their potential	Review and implement recommendations from the staff survey	HR Manager	<b>11 actions completed</b> , 13 actions progressing well	Staff survey actions allocated to working groups to take forward. Plan communicated to all staff via e-mail on 1 May 2019, requesting further staff involvement in the actions. An updated plan was communicated to staff via Update on 16 August 2019 confirming progress.	N/A		