

Report to **Policy & Resources Committee**
Date **22 September 2022**
By **Performance and Projects Manager & Project Management Lead**
Title of Report **Q1 Corporate and Project Performance report 2022/23**
Note

Recommendation: Committee is recommended to:

I. Receive and consider the content of the Performance Report.

I. Introduction

- I.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 identify improvements arising from the outcomes and evaluation of projects identified by the Committee, audits, survey and other feedback and make recommendations as appropriate”* and *“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”*.
- I.2 A recent amendment to the P&R committee Terms of Reference requires that the committee now also: *“...have oversight of bids for grant funding including to receive updates on the submission of bids for grant funding and the application of grants funds received”*.
- I.3 Whilst the report calls on the committee to receive and consider the content of the performance report, the terms of reference for the committee include considering if the committee wishes to make any recommendations arising from its consideration of the report. Any such recommendations would be subject to a vote at the committee meeting.
- I.4 The purpose of this report is to update the Policy & Resources Committee on the Authority’s corporate and project performance during Quarter 1 (Q1) of 2022/23: 01 April to 30 June 2022.
- I.5 From Quarter 1 onwards, we will also provide Members with a quarterly update on the High Level Targets – see section 2 below.
- I.6 This report also provides Members with a progress update for the actions from the **Annual Governance Statement** and the **Human Resources and Health and Safety report** (see sections 12 and 13). It also updates Members on **Grant Funding** during Q1 (see section 9).
- I.7 At P&R committee on 25th November 2021, it was agreed that the corporate and project performance report would focus more on delivery against PMP outcomes. **We report** against PMP outcomes via the nine Corporate Plan priority areas (see overleaf for detail)

- 1.8 This Q1 report is structured around the nine priority areas proposed in the Corporate Plan action plan for 2022/23.
- 1.9 In this report, corporate and project performance information is being reported on together, rather than separately. See **Appendices 1 & 2 and the link at the end of the report to the Tableau dashboard** which provides more in depth project and performance information.
- 2. Corporate Plan High-Level Targets (HLTs): quarterly progress update**
- 2.1 **HLT1: To secure an additional 13,000ha, or 33% of land managed for nature by 2030 from a baseline of 25%.** Good progress is being made on this High-Level Target. Examples of work taking place in Q1, include the progression of 59 Call for Nature Sites (C4NS) EOIs. These initiatives are now with Area Teams and Strategy Leads to make contact with the various applicants and progress in a suitable manner. 31 sites are **Green** and are being progressed by a lead officer. This equates to approximately 3562ha.
- 2.2 Two bids from within the SDNP for the Landscape Recovery Scheme pilot were submitted by the 24th May Defra deadline. One of these, Lapwings and Landscapes: Nature Recovery in the Arun Valley, is a consortium of around 17 landowners from Pulborough down to the sea at Climping. The bid covers approx. 2,200ha and aims to create a mosaic of wetland habitats to provide a bigger, better and more joined up habitat for lapwings and other species.
- 2.3 **HLT2: Maintain, enhance and/or restore existing key sites, habitats and species.** The Biodiversity Monitoring Group has agreed with the Area teams to pilot some rapid habitat condition assessments during the summer months in 2022. One is **Biodiversity Metric 3**. This metric is being trialled as it has to be used by Planning to report on Biodiversity Net Gain and using one metric across the SDNP would be preferable. However, it may not be the most appropriate metric for the area teams to use so alternative assessments are also being trialled - such the Sussex Biodiversity Record centre Rapid Condition Assessment of Non Designated Lowland Calcareous Grassland. The Area Teams will report back on the suitability and reliability of the metrics being trialled in September 2022. The final metric(s) chosen will then lead to the definition of "good condition" for each of the four key habitat types in the winter.
- 2.4 **HLT3: South Downs National Park Authority to reduce its carbon footprint by 150 tonnes per annum in line with the 2030 net zero target.** Carbon Accounting will be completed at the end of the year for 2022 – in line with the methodology in use since 2019. Local off-setting opportunities are being explored.
- 2.5 **HLT4: 5% reduction per annum in the overall carbon footprint of the South Downs National Park from the baseline reported in 2019.** A carbon sequestration scheme on the Goodwood Estate, developed with support from the SDNPA and compliant with the woodland carbon code, has been approved as part of the 2021 Woodland Creation Scheme. There are other new woodland planting schemes in the pipeline. To ensure they are compliant with the woodland carbon code takes time and effort. In initial years the pace of new woodland planting may be slow - and annual targets hard to meet. However as experience accrues around applying the Code, this should start to scale up.
- 2.6 **HLT5: Increase the diversity of visitors to, and those engaging with, the South Downs National Park.** Work is in hand to define and agree outcome measures for A National Park for All.
- 2.7 **HLT6: Devise impact measure for direct engagement.** Work is in hand to define and agree outcome measures for A National Park for All.

3. Priority area I: Nature Recovery

- 3.1 Two bids from within the SDNP were submitted for the 24th May Defra deadline for the Landscape Recovery Scheme pilot. Both bids are part of the wider Weald to Waves concept which has an aspiration of connecting Ashdown Forest to the sea.
- 3.2 In addition to the 'Lapwings and Landscapes: Nature Recovery in the Arun Valley' bid, 'The Adur Landscape Recovery Project' is led by the Knepp Wildland Foundation (Charity) and aims to connect land to sea with a collaborative approach to revitalising and restoring the River Adur as a corridor of riparian life. This bid is 766ha and has a partnership of 27 landowners.
- 3.3 QI has also seen the development of a 'Green financing' model with Palladium through the NPE and Revere Pilot study and business plan of renaturing 450 acres of Broadreed Farm, West Sussex.
- 3.4 18 projects that are working towards the Nature Recovery priority area have been delivered through the Landscape and Biodiversity Theme Programme Board in Q1. These include 15 ongoing projects and 3 projects that are now complete.

Ongoing projects:

- **Arun Vision:** this project is 60% complete and **green RAG**.
- **Changing Chalk - Dew Ponds:** this project is 5% complete and **green RAG**.
- **Changing Chalk - Grazier Post:** this project is 5% complete and **green RAG**.
- **Cut and collect:** this project is 45% complete and **green RAG**.
- **Floodplain Meadows in the Rother Valley:** this project is 70% complete and **green RAG**. A Further meeting of advisory steering group took place this quarter, with an excellent panel of experts ranging from botanists, geomorphologists and the floodplain meadows partnership, feeding into the repository of knowledge including the historical role of floodplain meadows. The guidance report is now in development, including the historic perspective.
- **Grandfathers Bottom, Butser Hill:** this project is 25% complete and **green RAG**. This project supports the objectives of the South Downs Integrated Landscape Character Assessment through scrub removal to reframe views and draw the eye away from visually intrusive pylons to refocus on the dramatic topography of Butser Hill, the highest point on the South Downs chalk ridge. By enhancing the attractiveness of the car park and reducing its rather 'municipal' feel, the project helps to emphasise the strong sense of remoteness, tranquillity and the timeless quality of this dramatic landscape. This quarter, scrub clearance has taken place with volunteers at Hilhampton, and a new path has been created using a robo mower.
- **Greenspaces:** this project is 90% complete and **green RAG**.
- **Hampshire Hedgerows:** this project is 50% complete and **green RAG**.
- **Lullington Heath:** this project is 50% complete and **amber RAG**. The amber status is due to delays in the programme.
- **On Course to Flail:** this project is 75% complete and **green RAG**.
- **Rampion Monitoring:** this project is 40% complete and **green RAG**.
- **TAP:** this project is 50% complete and **green RAG**.
- **Watercress and Winterbournes:** this project is 25% complete and **green RAG**.
- **Wealden Heath SAMM:** this project is 26% complete and **green RAG**. The HeRe team of the SDNPA has now commenced delivery of the Provision of External Services for Strategic Access Management & Monitoring (SAMM) for the Wealden Heath Phase II Special Protection Area (SPA). This contract combines with the agreed extension of the Whitehill Town Council SAMM contract. The two contracts are delivered as one project, which

provides a range of measures intended to mitigate impact from development on the Wealden Heath SPA sites that stagger the boundary of the NP. The aim of the project is to continue the legacy from the Heathlands Reunited project and promote landscapes people know about, care about and use responsibly and sustainably. During this quarter the team has expanded to include the appointment of seasonal Rangers. Work has started on a number of access improvement measures. This has involved co-ordinating public messaging across the SPA where we have focused on raising the awareness of bird nesting season.

- **West Burton Stream:** this project is 50% complete and **amber RAG**. The amber status is due to awaiting planning permission.

Completed/closed projects:

- **Bringing back the ELMS:** this project is now complete and will be incorporated into the offer provided by the Trees for the Downs, managed by the South Downs Trust.
- **Channel Payments for Ecosystem Processes:** this project is complete. The project was a successful collaboration between a variety of partners in France and England. The main outcomes were a replicable PES scheme or schemes, a toolbox of interventions and supporting PES documents, engagement with specified groups and 20 policy recommendations. There is a good legacy from the project which means its findings can be replicated elsewhere. The final event for the project was held in Chichester in April.
- **We Love Yew Project:** this project is complete. This project has now entered into a monitoring phase, incorporating a research element, which will continue during the next 4 years. Annual deer habitat impact assessment will be undertaken to assess the impact of deer browsing outside deer exclosures and the increase of natural regeneration inside the exclosures. The first survey was carried out in April.

4. Priority area 2: Climate Action

- 4.1 The carbon sequestration scheme on the Goodwood Estate is the first scheme of this type in the SDNP and is a good case example of a woodland carbon project that can deliver emission reductions through nature based solutions. The scheme is predicted to sequester 14108 (tCO₂e) of carbon, and is now recorded on the UK Land Carbon Registry.

Details of the scheme are available on the [UK Land Carbon register](#).

- 4.2 5 projects are delivering against the climate action priority area through the Connecting People and Communities Theme Programme Boards in Q1.

Ongoing projects:

- **Ouse Valley Climate Action:** this project is 90% complete and **green RAG**.
- **PeCAN project:** this project is 45% complete and **green RAG**. Petersfield's first eco-fair took place on 17th July, with financial support from Petersfield Town Council and East Hampshire District Council. The event celebrated earth friendly living and was well attended.
- **Sustainable Drainage Systems (SUDs) for Schools:** this project is 65% complete and **amber RAG**. Baseline ecological surveys have been completed this quarter at Wallands Primary School. Further construction has taken place at Wallands Primary School, with installation of trees, benches, stage and preparing of ground for next phase. We are awaiting planning permission for works to commence at Carden Primary School, which is the reason for the amber RAG rating.
- **WeCAN:** this project is 12% complete and **green RAG**.
- **Farm Carbon Project:** this project is 42% complete and **green RAG**. All 14 participating farms in the project have received reports detailing their soil analysis results and have created a carbon budget for their holding using the Farm Carbon Toolkit. These results represent a baseline from which to plan future improvements and measure change.

5. Priority area 3: A National Park for All

- 5.1 The SDNP Travel Grant Scheme is now fully allocated and applications have been closed. We have awarded 59 grants to the value of £35,028 which will benefit 4,392 young people through enabling them to participate in educational visits to the SDNP.
- 5.2 The South Downs Trust (SDT) submitted two applications this quarter that had EDI at the core of their proposals. The Downs to the Sea bid seeks to reach underserved audiences and connect them to their natural heritage, especially the water in their lives, to benefit their health and wellbeing and to help protect precious resources that are vital to our communities. The Ouse Valley Climate Action bid seeks to focus bespoke support, in-depth help for community groups, guided activities for underserved audiences and tailored training for volunteers to build/release capacity and resilience in community climate projects in areas of greatest need.
- 5.3 21 projects that are working towards A National Park for All priority area were delivered through the Sustainable Access, Cultural Heritage and Connecting People and Communities Theme Programme Boards in Q1. These include 17 ongoing projects and 4 projects that are now complete.

Ongoing projects:

- **Archaeology Walks Programme:** this project is 50% complete and **green RAG**. In April, 4 walks were led in the South Downs at some of our most iconic archaeological sites: Cissbury Ring, The Caburn, Bignor Hill and Chanctonbury. The walks were led by a noted archaeologist and were offered for free to participants. The walks were well attended and positive feedback was received, including that they were informative and organised. Further walks are being planned for October.
- **Artist in Residence SSCP Heritage Coast:** this project is 65% complete and **green RAG**.
- **Artscape 2 (Timescape):** this project is 80% complete and **green RAG**. Timescape had their end of project exhibition in on early August at Petersfield Museum where SDNPA worked successfully in partnership with Artscape, Butser Ancient Farm and Weald and Downland Museum over an 18 month period. The exhibition showcased all the amazing and truly inspirational work created in situ at each of the outdoor museums focusing on the time periods and artesian techniques of each site. Quote from participant: *'This project has changed my life and allowed me to connect with others and be inspired by the places and creative techniques we learnt. Thank you'*. (participant)
- **Beggars Bush Walk For All, Community Nature Area:** this project is 10% complete and **green RAG**.
- **Communities in the South Downs:** this project is 33% complete and **green RAG**.
- **Community Wanderings:** this project is 50% complete and **green RAG**. Community Wanderings with Saira Niazi has been taking small groups of people (predominantly from London) into the South Downs. Participants have limited to no experience of visiting countryside and so far, all have been first time visitors to the South Downs. Saira uses storytelling as a way to engage the participants, encouraging people to share connections to nature and landscape across faiths and cultures. Drawing on the rich heritage of the South Downs, and telling stories often under-told about a landscape of migrating people, species and ideas, also opens up rural spaces for new visitors to find meaning and belonging. The project will continue to deliver walks into the summer.
- **Egrets Way- Phase 5:** this project is 85% complete and **green RAG**.
- **Egrets Way- Phase 6:** this project is 40% complete and **green RAG**.
- **Footsteps App:** this project is 5% complete and **green RAG**.
- **Iron Age Build at Butser:** this project is 15% complete and **green RAG**.

- **Miles without Stiles:** this project is 90% complete and **green RAG**. The SDNP has paths & routes to suit all abilities and interests, making the South Downs the most accessible of all National Parks. This project provides and promotes Miles without Stiles experiences without steps, stiles or steep gradients. Although these paths are billed as being for people with limited mobility, they have a wide appeal. In addition to wheelchair users they are ideal for families, the elderly and people with visual impairment. Work is now underway to create digital walking route and a downloadable PDF for the Iping Common Snakelet which will become the latest in the Miles without Stiles series.
- **Project Thrive (Allen Gallery):** this project is 0% complete and **green RAG**. In February 2022 the Hampshire Cultural Trust (HCT) submitted an application to the National Lottery Heritage Fund for a development phase grant for the Allen Gallery in Alton. The proposed programme included Project Thrive as a way to engage young people in the development plans for the venue, link the garden and outside space with the plans and to also expand the links to the surrounding area, with the South Downs National Park key to this. The HCT received the positive news that their application was successful. They will oversee the engagement elements of the project and will begin to shape and develop the project and partnerships with young organisations this autumn, with delivery due to start in March 23
- **Seaford Head: Archaeological Investigation (Phase I):** this project is 85% complete and **green RAG**.
- **Setting the Standard:** this project is 15% complete and **green RAG**. Historic England are supporting a National Trust and SDNPA initiative to develop, test, trial and launch guidance and toolkits to support improved monitoring and recording of Scheduled Monuments in the National Park. The guidance has the potential to act as a national blueprint, and will ensure a consistent approach is established, including data sharing and collection protocols, terminology and templates. The inclusion of 'how to' guides (including, it is hoped, video guidance) will also enable landowners, land managers, ecologists, local communities and special interest groups to take the initiative when it comes to monitoring and engagement, and ensure better planning in projects that include Scheduled Monuments. The guidance may support farmers when considering and monitoring FiPL submissions and may also be of use in the development of Whole Estate Plans.
- **Shifting the Gaze (extended):** this project is 5% complete and **green RAG**.
- **The Forest: Stop Gap Dance:** this project is 30% complete and **green RAG**.
- **Wriggle Room:** this project is 10% complete and **green RAG**. From May 2022, Towner will deliver an early years programme with pre-school children. Although delivery is focused on pre-school children, the aim is to engage families from target communities in and around Eastbourne through a partnership with Willingdon Trees Community Centre in Hampden Park. Creative sessions, called *Wriggle Room*, will be delivered by two artists and will use sensory learning. The project will use the Willingdon Trees and Towner gallery venues to test new approaches that bring families from different backgrounds together. The project will also draw on Towner's collections and Eastbourne's unique natural landscape as inspiration for creative activities.

Completed/closed projects:

- **Dark Night Skies activity packs:** this project is complete.
- **Newhaven Travel Hub:** this project is complete.
- **Notes to Self:** this project is complete. The aim of the project was to connect new audiences to rural locations and specific circular walks across South Downs National Park, and support health and wellbeing of those experiencing physical and mental health issues, loneliness and isolation and COVID anxiety. Participants produced postcards to promote local walks further in the community and are being distributed locally in community centres, notice boards and at local SDNPA pop up events.
- **Stop a minute:** this project is complete. This was a project that celebrates the folk stories of Hampshire and which encourages people to 'Stop a Minute' to experience the unusual and

unexpected in the outdoors, which has launched at Queen Elizabeth Country Park (QECP). The woven sculpture of a giant's head has been created by the landscape artist Mark Ford of Two Circles Design. The head reflects the story of Ascapart, a legendary Hampshire Giant whose myth grew (along with his stature) since at least the 14th century, associating him with stories set in both Southampton and Arundel. The unexpected piece of art provides a space for play and enjoyment, and has connected to an earlier installation at QECP known as the Giant's Chair, but predominantly plays on the wider folklore of the South Downs associated with giants.

6. Priority area 4: Rural Economy

6.1 In Q1 we completed the creation of Our South Downs (OSD), the new business network for likeminded businesses in and around the SDNP. The completed platform was first tested by the Business Focus Group (BFG) and then successfully launched to the public through a Comms team press release on 19th May 2022. During the first three weeks of operational 'go live' the platform has built a member base of 82 and increased its newsletter subscribers to 670

6.2 4 projects that are working towards the Nature Recovery priority area were have been delivered through the Sustainable Economy and Tourism Theme Programme Board in Q1.

Ongoing projects:

- **South Downs Hub at Seven Sisters Country Park:** this project is 10% complete and **amber RAG**. The Pump Barn at Seven Sisters is now licenced for serving and supply of alcohol, plays, dance, film, recorded & live music.
- **Our South Downs:** the setting up of this project is now complete, and it's now ongoing and **green RAG**. The initiative has now launched, which will allow businesses and other organisations to connect with each other, share services and products, and work together towards sustainability.
- **Green South Downs:** this project is 35% complete and **green RAG**
- **Phase 2 Signage:** this project is 100% complete and **green RAG**. Two completed signs have unfortunately been destroyed by motor vehicle collisions. These will need to be replaced and will hopefully be funded through the insurance of the drivers. Maintenance works are now needed to the Phase 1 signs as some are missing letters. This work will be carried out during Q2.

7. Priority area 5: Seven Sisters Country Park

7.1 During Q1 the Phase 1 construction works for the Seven Sisters Country Park were officially completed. This marks a distinctive part in the development of the country park largely focused at Exceat. The Phase 1 works includes a completed new visitor centre layout, heating and log burner. A new grab and go and trailer in the south car park for takeaway refreshments. A newly refurbished ranger office, improved public realm areas including restricted vehicle bollards to improve pedestrian safety, cycle stands and maintenance area. And a new toilet block providing a changing places facility, baby changing, disabled toilets and 22 unisex cubicles.

7.2 The final Phase 1 works completing in Q2 are the Dairy Barn which has completed the construction works and is awaiting final approval of Health and Safety tests before it opens as offices and facilities for staff at the end of August.

7.3 A new Phase 1a construction programme starts in Q2 with a dominant focus on the Facilities Block and Foxhole cottages to enable a good accommodation offer for the Country Park. The Phase 1a works include the successful SELEP grant funding and remaining balance of budget money from Phase 1 works. Other works for Phase 1a include the consent and M&E planning for the pump barn improvements as well as development into a South Downs Hub. The Phase 1a works are due for completion by the end of December 2022 at the end of Q3.

8. Priority area 6: Delivering the Statutory Planning Service

- 8.1 NPA approved starting work on the Local Plan Review (LPR) at its May meeting. Letters went out to all the parish and town councils to let them know about the LPR and reviews of Neighbourhood Development Plans (NDPs). We are encouraging parish councils to work with us on the Local Plan Review rather than do their own Community Development Plan (CDP) reviews.

9. Priority area 7: Major Projects

- 9.1 We continue to effectively and efficiently operate all processes and systems for incoming and outgoing monies related to the Community Infrastructure Levy (CIL) and Section 106 legal agreements. CIL has collected £773,021.26 so far this year and has spent £264,699.27 (from allocations in previous years). S106 has collected £64,931.46 and spent £250,160.96
- 9.2 450 projects have been assessed for inclusion in the 2022 IBP. This quarter, CIL projects money has been spent on include new play and outdoor education facilities, highway improvement schemes, a SuDs project at Wallands School in Lewes and improvements to recreation grounds. S106 projects money has been spent on cycleways, a pavilion extensions, footpath improvements, affordable housing and nitrate monitoring.

10. Priority area 8: Generating Income

- 10.1 In the first quarter of 22/23 the Income Generation team has secured £555,810, with almost 4.8 million of warm bids outstanding. This includes the two significant lottery bids, Ouse Valley Cares and Downs to the Sea, which have now been submitted as full applications. New funding has been secured for our Private Finance work, the establishment of a new route connecting the town of Eastbourne to the Downs and improvements to access routes linking to the Egrets Way.
- 10.2 Between April – June 2022 (Q1 2022), the Income Generation and Marketing Team progressed seven applications totalling £6,596,906 (5 of these were new bids, 2 were full bid). Of these, two have been successful, two have been unsuccessful and two are awaiting decision. One of the disappointments came from our DEFRA landscape recovery application, focused on a substantive nature recovery project in the Arun Valley. However, our application scored highly with us placed at second on the reserve list and encouraged to resubmit to the second round (suggested as opening in March).
- 10.3 The following applications that had a final outcome at the time of the last report (i.e. unsuccessful or funding secured or in delivery) have been removed from the main table at 10.4.

Funder & Scheme	Project	Status	Value
DEFRA - Green Recovery Challenge Fund	Downs to the Sea - Water restoration project	Unsuccessful	£1,000,000
DEFRA - Green Recovery Challenge Fund	Restoring Hampshire Hedgerows - Hedgerow Restoration Project	Funding secured and in delivery	£150,000
Changing Places Funding	Seven Sisters Improvements	Funding secured and in delivery	£20,000
Coast to Capital Natural Capital Grant Round	South Holt Farm Private Finance Pilot	Successful.	£65,000

Funder & Scheme	Project	Status	Value
Woolfson Foundation	Seven Sisters Improvements	Funding secured and in delivery	£70,000

10.4 In line with the new proposals agreed at Policy & Resources Committee; full applications after that point have been shared with the Committee Chair. Trust activity for this report is unavailable due to holidays, but will be update to the next P and R meeting.

Funder & Scheme	Project	Status	Value
Landscape Enhancement Initiative	Ebernoe and Butcherlands Landscape Enhancement Scheme	Submitted in late March 2022. Still awaiting decision.	£123,293
Lottery Communities Fund	Ouse Valley Climate Action	Awaiting final decision subject to conditions	£2,022,000
Lewes District Council CIL	Ouse Valley Footpath Improvements	Successful. Project due to start soon.	£35,000
Lewes District Council CIL	Cliff Gardens (Seaford Community Partnership)	Successful.	£56,000
Landscape Recovery Pilots	Lapwings and Landscapes: Nature recovery in the Arun Valley	Unsuccessful, but project on reserve list.	£500,000
National Lottery Heritage Fund	Downs to the Sea	Awaiting decision in mid-late September.	£1,418,906
Biffa Award 25 Years Award	Magnificent Seven: Seven Sisters capital works	EOI unsuccessful.	£2,500,000
Shared Prosperity Fund (Various Councils)	South Downs Way connecting Towns to the Downs	Awaiting decision, timescales unclear	£50,000 to 75,000
Shared Prosperity Fund (Eastbourne District Council)	South Downs Way connecting Towns to the Downs	Successful. Awaiting further details from funder.	£50,000

11. Priority area 9: New Ways of Working

11.1 Work is underway to develop the blended working survey to be sent to all staff. This is due to be launched in early autumn and the outcomes analysed during Q3. Work is also underway to deliver changes to the PDR process by Q4 pending the outcome of staff changes.

12. Project Performance Reporting: Strategic Fund Implications

12.1 The Strategic Fund has been closed to new project funding applications since the start of Q3 2021/22. Therefore there is no change to the strategic fund balance as presented to Members in the Q2 Performance and Project report.

12.2 The Theme Programme Boards were awarded a £300,000 budget for specific project delivery in respect of our PMP outcomes for 2021/2022, which in addition to carried over funding provided a budget of £512,905. A total of £238,550 had been allocated to projects by the end of Q1.

13. Annual Governance Statement

13.1 The Annual Governance Statement (AGS) 2021/22 detailed 5 actions for 2022/23. These will be monitored throughout 2022/23 and reported on quarterly. See Appendix 2 for progress on the Annual Governance Statement actions for Q1.

14. Human Resources & Health and Safety

14.1 The Human Resources & Health and Safety paper for 2021/22 detailed 8 actions for 2022/23. These will be monitored throughout 2022/23 and reported on quarterly. See Appendix 3 for progress on the Human Resources and Health and Safety actions for Q1.

15. Other implications

Implication	Yes*/No
Will further decisions be required by another committee/full authority?	It will be the case that, as 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 projects in delivery at the end of Quarter 1, which includes projects funded from 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, 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
Which PMP Outcomes/ Corporate plan objectives does this deliver against	We have listed in the report and appendices which PMP outcomes and corporate plan objectives our corporate and project work link to
Links to other projects or partner organisations	N/A
How does this decision contribute to the Authority's climate change objectives	Please see the Climate Action section of this report which sets out high level targets around climate action.
Are there any Social Value implications arising from the proposal?	None
Have you taken regard of the South Downs National Park Authority's equality duty as	Yes - Priority area three outlines the projects that have a specific focus on encouraging all people including those with protected characteristics to engage with and access the

Implication	Yes*/No
contained within the Equality Act 2010?	National Park. Projects across all priority areas are subject to an equalities impact assessment at the appropriate stage of their development and are monitored and adjusted accordingly. Any issues identified are highlighted within this report.
Are there any Human Rights implications arising from the proposal?	
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 Data Protection implications?	None
<p>Are there any Sustainability implications based on the 5 principles set out in the SDNPA Sustainability Strategy?</p> <ol style="list-style-type: none"> 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 	<p>No, not directly although during the development of the Corporate Plan, sustainability issues are included as part of the process. All projects will contribute positively to some extent to the delivery of Partnership Management Plan outcomes, all of which are aimed at delivering sustainability. We also consider sustainability issues as part of our project approval process.</p>

16. Risks Associated with the Proposed Decision

16.1 Robust corporate planning and monitoring of performance are part of the mitigations for our corporate risk as detailed in the table below:

Risk	Likelihood	Impact	Mitigation
Unforeseen changes to the level of funding provided by relevant Government departments for future years	Likely	Minor	A robust monitoring and project approval system and regular reporting to relevant Committees on projects and the budget available along with a Corporate Plan which sets clear priorities to support delivery of Partnership Management Plan outcomes.
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.	Possible	Moderate	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	<ol style="list-style-type: none"> 1. QI Corporate performance 2022-23 2. QI 2022-23 Annual Governance Statement update 3. QI 2022-23 Human Resources & Health and Safety update
SDNPA Consultees	Chief Executive; Director of Countryside Policy and Management; Director of Planning; Chief Finance Officer; Monitoring Officer; Legal Services, Interim Business Service Manager; Countryside and Policy Managers
External Consultees	None
Background Documents	Corporate Plan 2020-25 year 3 action plan. Tableau Dashboard for QI Report:

Agenda Item 10 Appendix 1: Corporate Performance Report Q1 (April to June) 2022/23

Assist key for the RAG Performance column: Green = on track; Amber = slightly behind schedule; Red = significantly behind schedule

SDNPA Corporate Plan priorities	In Year 3 of our Corporate Plan we will:	Key data	Commentary	RAG Performance	Next steps and/or potential risks	PMP outcome(s) delivering against
1. Nature Recovery thematic area						
ReNature the South Downs National Park	Define a core nature network for the SDNP by end Q3 to inform Nature Recovery Networks (NRNs) and Local Nature Recovery Strategies (LNRS)		Draft network prepared and initial discussions held with Nature recovery Network (NRN) working group and Sussex/Hampshire county ecologists and the Local Nature Partnership (LNP).	Green	Next steps: review and prepare final draft of network map including data review in consultation with partners.	Outcome 3: Habitats & Species
ReNature the South Downs National Park	Contribute to the development of approximately 2-4 Local Nature Recovery Strategies (LNRS)		The publication of the Regulations and Guidance for LNRS by Defra has been delayed, and is now not expected until the autumn. Locally the LNRS Responsible Authorities are likely to be Hampshire, West Sussex and East Sussex with Brighton & Hove. Confirmation of the Responsible Authorities (RAs) is also pending, partially due to conversations with Defra regarding funding. A dialogue over LNRS readiness continues with all of the Responsible Authorities (RAs) and Local Nature Partnerships (LNPs), including governance. A pan-Sussex approach is still proposed albeit resulting in two published strategies. A meeting with new NE LNRS advisers for East and West Sussex has also taken place.	Green	Next steps: continued dialogue with RAs re LNRS readiness and governance. Development of a core nature network for the National Park is the focus of a workshop on 22-June. Potential risks: Further delays due to Regulations and Guidance not being published. Resource constraints affecting ability of SDNPA to engage effectively, but also lack of resources for RAs to develop LNRS.	Outcome 3: Habitats & Species
ReNature the South Downs National Park	Proactively deliver #ReNature through projects and initiatives using a variety of mechanisms.	From the 77 EOIs received under the Call for Nature Sites (C4NS) (approx. 4800ha), 59 have now been classified as either green or amber and are to be taken forward. The South Downs National Park Trust is considering 6 C4NS submissions in the current funding round for Beelines and a number of sites have been put forward for Trees for the Downs 2022/23	Call for Nature Sites (C4NS): These initiatives are now with Area Teams and Strategy Leads to make contact with the various applicants and progress in a suitable manner. Landscape Recovery Scheme pilot: two bids were submitted for the 24-May Defra deadline from within the SDNP. Lapwings and Landscapes: Nature Recovery in the Arun Valley is a consortium of 17+ landowners from Pulborough down to the sea at Climping. The bid covers approx. 2200ha and aims to create a mosaic of wetland habitats to provide a bigger, better and more joined up habitat for lapwings and other species. SDT/SDNPA has facilitated this bid and produced the application on behalf of the landowners/managers. In addition, the Adur Landscape Recovery Project, led by the Knepp Wildland Foundation (Charity), aims to connect land to sea with a collaborative approach to revitalising and restoring the River Adur as a corridor of riparian life. This bid is 766ha and has a partnership of 27 landowners. Both bids are part of the wider Weald to Waves concept which has an aspiration of connection Ashdown Forest to the sea. Palladium/Revere: Development of 'Green financing' model with Palladium through NPE and Revere Pilot study and business plan of Renaturing 450 acres of Broadreed Farm. LEP funding of £65k secured to develop further Renaturing for estate/farms. Supporting developing projects of payment for ecosystem services enabling Nature recovery (nitrates, phosphates, carbon) totalling 573 ha.	Green	Next steps: delivery of C4NS initiatives; Landscape Recovery pilot funding decision due in July; continue to promote SDNPA role and SD Trust in Green financing and opportunities within the SDNP. Whilst 5-10 projects will be developed with Area Teams and Strategy Leads to pilot ReNature grant funding. Decisions on these cases will be made in the Autumn for delivery on site from Spring 2023 Potential risks: Resource (staff & budget) constraints affecting ability of SDNPA to take forward projects; unsuccessful funding bids.	Outcome 3: Habitats & Species

<p>Improve Core Nature in the South Downs National Park by ensuring all SSSIs in the South Downs National Park are in favourable condition</p>	<p>1) Define 'good condition' for each of the four key habitat types (chalk grassland, woodland, lowland heathland and wetland) and establish a baseline from the end of Q4 2) Improve the area/condition of the four key habitat types</p>		<p>The Biodiversity Monitoring Group (BMG) has agreed with the Area teams to pilot some rapid habitat condition assessments during the Summer months. One is Biodiversity Metric 3.1. This metric is being trialled as it has to be used by Planning to report on Biodiversity Net Gain and using one metric across the SDNP would be preferable. However, it may not be the most appropriate metric for the area teams to use so alternative assessments are also being trialled - such the Sussex Biodiversity Record centre Rapid Condition Assessment of Non Designated Lowland Calcareous Grassland. More targeted habitat condition surveys have been planned with HBIC creating a survey programme (Summer 2022) for the Wealden Heath sites and SxBRC focussing on Changing Chalk sites (Spring/Summer 2022) This will provide much needed, larger scale condition data for Lowland Heath and Calcareous Grassland which will support restoration/enhancement works in those project areas. The Seven Sisters Country Park Landscape Management Plan has been finalised and will be taken forward by Ranger Laura with support from the Research & Evidence Officer.</p>	Green	<p>Next steps: The Area Teams will report back on the suitability and reliability of the metrics being trialled by the next BMG meeting in September. The final metric(s) chosen will then lead to the definition of "good condition" for each of the four key habitat types in the Autumn 2022.</p>	<p>Outcome 3: Habitats & Species</p>
<p>Better connect people with nature</p>	<p>Connect 50,000 people per year with nature through the #ReNature Campaign</p>		<p>In Q1 we continued to promote our ReNature campaign focusing on the release of a number of "good news" media stories including the planting of 12,000 trees for the Queen's Jubilee</p>	Green		<p>Outcome 5: Outstanding Experiences</p>
<p>Better connect people with nature</p>	<p>Target delivery of accessible natural greenspace through the #ReNature programme in areas where there is a deficiency of provision.</p>		<p>Draft Nature Recovery Network (NRN) map layers to include Natural England Accessible Natural Greenspace data and data from the People and Nature Network (PANN). Including this data in the NRN map will enable cross organisational consideration of accessibility and provision for natural greenspace.</p>	Green	<p>Next steps: review and prepare final draft of NRN map. Specifically for accessible natural greenspace, develop a park-wide approach between planning and Countryside and Policy Management - this needs to be confirmed with SMT.</p>	<p>Outcome 2: Increasing Resilience</p>
<p>2. Climate Action thematic area</p>						
<p>Work towards our Net-Zero target for the South Downs National Park</p>	<p>Work towards delivering emissions reductions through: 1) Nature-based solutions; working with farmers, foresters and other land managers and through greening the grey in development 2) Community based Net-Zero planning and projects 3) The launch of the Climate Change digital Resource Hub 4) Engagement with the launch of the 'Count Us In' campaign 5) Work with the Learning Network & South Downs Youth Action</p>	<p>Goodwood Scheme delivers 41.7 Hectares of new woodland planting. The current Land Use, Land Cover Change and Forestry (LULUCF) targets within our Carbon baseline assessment are 500 Hectares per year. The scheme equates to 8.4% of our annual target. This is a 7.4% increase in carbon sequestration based on our land-use emissions figures. (To Note: Across all 6 of our target categories, the SDNPA carbon baseline is 2,076,667 tCo2e - this represents a contribution of 0.6% towards our 2045 Net-Zero Target)</p>	<p>A carbon sequestration scheme on the Goodwood Estate has been approved as part of the 2021 Woodland Creation Scheme. The scheme has been developed with support from the SDNPA and is Woodland Carbon Code compliant. The scheme is predicted to sequester 14108 (tCO2e) of carbon, and is now recorded on the UK Land Carbon Registry. This is the first woodland carbon project in the SDNP and is a good case example of a woodland carbon project that can deliver emission reductions through nature based solutions.</p>	Green	<p>Next steps: there are other new woodland planting schemes in the pipeline. To ensure they are compliant with the woodland carbon code takes time and effort. Potential risks: there is a risk that projects are slow in coming forward to delivery - and a time lag in terms of achieving the predicted emission reductions. So in initial years the pace of new woodland planting may be slow - and annual targets hard to meet. However as experience accrues around applying the Code, this should start to scale up.</p>	<p>Outcome 2: Increasing Resilience</p>
<p>Work towards our Net Zero target for the South Downs National Park Authority</p>	<p>Work towards delivering emissions reductions through delivery of a Sustainability Policy for the National Park Authority</p>		<p>We are reporting on vehicle emissions and carbon output of the SDNPA. 4WD full electric test drive arranged for use in area teams and at SSCP to compliment the fleet and reduce emissions</p>	Amber	<p>Next steps: DEFRA guidance states THE NPA should seek to reduce wherever possible but other policies state value for money. Needs confirmation and awaiting new director on decision.</p>	<p>Outcome 2: Increasing Resilience</p>
<p>Work towards our Net Zero target for the South Downs National Park Authority</p>	<p>Work towards delivering emissions reductions through the development of a localised offsetting option for the National Park</p>		<p>Carbon Accounting will be completed at the end of the year for 2022 – in line with the methodology in use since 2019. This will allow for trend data to be produced. Local off-setting opportunities are being explored.</p>	Amber		<p>Outcome 2: Increasing Resilience</p>

3. A National Park for All thematic area					
Be a representative and welcoming National Park for All, focusing on engaging currently underserved groups	Deliver South Downs Youth Ambassadors and Youth Voice	8 South Downs Youth Ambassadors recruited	Meeting held with Youth Ambassadors on 12 April to plan programme of activities for this financial year. There are now 8 Youth Ambassadors. Presentation by one of the Youth Ambassadors at the VRS AGM on 28 May outlining the role and activities to date. The South Downs Youth Ambassadors are now part of an online NPUK Youth Voice forum and the infrastructure to support this is currently being developed.	Green	Outcome 8: Creating Custodians
Be a representative and welcoming National Park for All, focusing on engaging currently underserved groups	Co-develop projects with organisations and individuals championing under-served groups accessing the landscape		We are bringing our consultation with under-served communities in at a much earlier stage in our work i.e. when we are putting together preliminary ideas and gathering thoughts from a wide range of people. However as a new process, it is not being consistently done across the organisation and work is ongoing to ensure that it will be so.	Amber	Next steps: discussion already in place with OMT with the need to ensure EDI underpins all of our work. Outcome 5: Outstanding Experiences
Be a representative and welcoming National Park for All, focusing on engaging currently underserved groups	Support the use of social prescribing and other mechanisms to connect people to the National Park for Health and well-being	26 people supported to access the NP through Timescape project and 26 evaluation interviews carried out 3 Ranger Lead walks to support people referred through Mind 1000 Note to Self postcards designed and distributed Supported 1 Enable Ability session	Completed delivery of face to face sessions for the Timescape project. Evaluation interviews were carried out, this was very time intensive but will ensure a robust final evaluation. We deliver walks monthly with on average 6-10 participants at each walk with a mixture of previous and new participants. Note to Self postcards are being distributed in the Parishes and areas where the walks were led, also being distributed at engagement events. Enable Ability supports young people with physical disabilities to encourage young people to connect with nature and develop skills and confidence. We have developed an offer of nature connection activity linked to a transport offer as part of the wider Downs to the Sea project. We have attended various National Academy of Social Prescribing webinars and other networking meetings and are co-developing a PhD project using drone imagery to take the National Park to people aren't able to access it directly.	Green	Next steps: Timescape evaluation report to be complete in Q2 plus final Exhibition and training of participants. Continue to develop delivery with another organisation for the East of the NP. Encourage young people to use their knowledge and confidence to engage with formal volunteering activity. Awaiting confirmation of whether the Downs to the Sea grant application has been successful - decision due by the end of September. Outcome 7: Health & Wellbeing
Be a representative and welcoming National Park for All, focusing on engaging currently underserved groups	Connect with under-served groups through the Voices programme and our broad engagement programme	Major Events and Engagement activities held this quarter include: Discover National Park Fortnight (April 2022) - the virtual event had 11,231 engagements, 203,861 total reach. 9 Pop up events held in May/June 2022	Contents for the Voice Programme are being produced. Seven Sisters hosted a visit by a team of 5 young people from London (City Girl in Nature) all of whom have never been to the South Downs. Some cultural heritage as well as health & Wellbeing projects were supported in their events during this quarter.	Green	Next steps: ReNature Festival will be held in July 2022. More content for the Voice Programme will be produced. Other pop up events will be held between July and October 2022. Outcome 5: Outstanding Experiences
Connect under-served groups to nature and the landscape through direct experience of the National Park	Deliver the travel grant scheme and explore new schemes to connect people to the National Park	59 grants awarded 4,392 young people benefitting Total grant of £35,028 allocated	The SDNP Travel Grant Scheme is now fully allocated and applications have been closed. We have awarded 59 grants to the value of £35,028 which will benefit 4,392 young people through enabling them to participate in educational visits to the SDNP. As regards transport for HWB activities, during Q1 we have reached out to Sussex Community Transport (SCT) in response to research feedback stating that transport is a barrier for many audiences to access the Park.	Green	Next steps: we are looking to run a pilot in the Autumn with SCT, ourselves and the voluntary sector supporting those audiences to access the Park. Currently we are running focus groups to explore the needs of these audiences to inform the pilot in September. Outcome 7: Health & Wellbeing

<p>Connect under-served groups to nature and the landscape through direct experience of the National Park</p>	<p>Co-develop projects with organisations and individuals to empower/enable people from under-served groups to actively participate in/experience the National Park</p>		<p>The South Downs Trust (SDT) submitted two applications this quarter that had EDI at the core of their proposals. The Downs to the Sea bid seeks to reach underserved audiences and connect them to their natural heritage, especially the water in their lives, to benefit their health and wellbeing and to help protect precious resources that are vital to our communities. In particular the bid seeks to target those suffering from isolation, through a green social prescribing project and writers and artists from Black, Asian and ethnically diverse audiences. The Ouse Valley Climate Action bid seeks to focus bespoke support, in-depth help for community groups, guided activities for underserved audiences and tailored training for volunteers to build/release capacity and resilience in community climate projects in areas of greatest need (notably Peacehaven/Newhaven and pockets of urban/rural deprivation).</p>	<p>Amber</p>	<p>Next steps: discussion already in place with OMT with the need to ensure that EDI underpins all of our work.</p>	<p>Outcome 5: Outstanding Experiences</p>
<p>Connect under-served groups to nature and the landscape through direct experience of the National Park</p>	<p>Deliver a programme of Access infrastructure projects and National Trail management to improve connectivity and increase opportunities for active access</p>	<p>Construction contracts awarded for Egrets Way phase 6 and Centurion Way Singleton</p>	<p>South Downs Way (SDW) work this quarter includes feasibility work for A283 crossing and, working with HCC, enabling works at A31 SDW Chilcomb link.</p>	<p>Green</p>	<p>Next steps: Construction work on Egrets Way Phase 6 and Centurion Way is due to commence Q2, Egrets Way Phase 5 is due to restart on site in Q2. Progress SDW A31 Chilcomb contract, Commence revisions to A283 crossing proposals. Oversee construction works.</p>	<p>Outcome 5: Outstanding Experiences</p>
<p>Encourage individuals, groups and communities to take action to help deliver Partnership Management Plan outcomes</p>	<p>Develop Youth Action & the Youth Action Fund and Micro volunteering</p>	<p>£27,695 allocated through the South Downs Youth Action (SDYA) Fund 4 SDYA days held this quarter 175 people submitted records in the City Nature Challenge</p>	<p>Youth Action Fund: The current total of grants is £27,695 which includes arecently confirmed grant for Enable Ability. SDYA: The SDYA programme for 2022-23 is currently being promoted through a range of targeted and general channels. Four SDYA days have been held this quarter including a wildlife survey at Amberley Museum, flint-walling at Stanmer Park, a bioblitz at Seven Sisters Country Park and a wildlife survey at the Weald and Downland Museum. We have also supported Youth Action Fund activity for the Rural Refugee Network at the Sustainability Centre. Microvolunteering: The Brighton and Eastern Downs Region performed very well in this year’s City Nature Challenge held on 29 April - 2 May. 175 observers participated in this challenge logging over 7,000 species. Out of all the UK regions taking part we came 1st for species, 3rd for number of participants, and 4th for number of observations.</p>	<p>Green</p>	<p>Next steps: we are working with two additional youth-led organisations to allocate the remaining South Downs Youth Action funds with the expectation that this grant fund will be fully allocated by the end of Q2.</p>	<p>Outcome 8: Creating Custodians</p>
<p>Encourage individuals, groups and communities to take action to help deliver Partnership Management Plan outcomes</p>	<p>1) Develop a digital community resource hub which promotes best practice and locally distinctive solutions, and provides communities with the necessary tools and advice to deliver community action 2) Support and facilitate community action to enhance local assets to support under-represented groups to visit and use the National Park for wellbeing and enjoyment 3) Support communities to create or restore nature and take action to mitigate or adapt to climate change, provide accessible greenspace for people’s health and wellbeing/ sustainable communities</p>	<p>Attended 1x Winchester Climate Action Network (WeCAN) projct board meeting and 1x WeCAN planning guidance meeting.</p>	<p>When the corporate plan was developed we had some dedicated resource to deliver on these objectives. That resource is no longer available, therefore we will not be able to progress with some of our key objectives as much as we would have wanted to. Limited progress has been made as follows: a review of existing guidance and toolkits relating to Nature Recovery has been carried out. A number of useful toolkits and guides have been identified for community action. These will be included in a community resource hub to be developed in 2022/23. We have set up a call off contract with CES to provide support and advice to local communities. Work with Twyford Neighbourhood Development Plan (NDP) group on their Net Zero Neighbourhood Plan is on hold as Twyford NDP has just been adopted and they may not plan a review in the near future.</p>	<p>Amber</p>	<p>Next steps: the catalogue and guidance from Communities in the South Downs will be added to the website, when it is available. Further development of the Community resource hub will take place in Q3/Q4. Arun Greenspace project will produce a toolkit for Local Authority landowners to manage their space for nature recovery, climate change and H&WB. The toolkit is anticipated in Q2 in draft format. Update Nature Recovery resource hub with toolkits and guidance. Potential risks: we have no capacity to deliver on priority #2: Support and facilitate community action to enhance local assets to support under-represented groups to visit and use the National Park for wellbeing and enjoyment.</p>	<p>Outcome 9: Great Places to Live</p>

4. Rural Economy thematic area						
<p>Develop the 'Our South Downs' enterprise network</p>	<p>1) Create a sustainable business network to help businesses work collaboratively, engaging with National Park Authority initiatives around Nature Recovery, Climate Action and A National Park for All where appropriate 2) Deliver a new National Park bespoke business sustainability programme addressing climate change challenges and seeking carbon reduction of enterprise and visitors in the SDNP – e.g. by linking to nature recovery outputs such as tree planting</p>	<p>82 Our South Downs (OSD) members 666 businesses signed up to the Enterprise Newsletter</p>	<p>In Q1 we completed the creation of Our South Downs (OSD), the new business network for likeminded businesses in and around the SDNP. The completed platform was tested by the Business Focus Group (BFG), which includes two Members, who's combined feedback informed the final changes to take place on the platform prior to launch. During this quarter all required Accessibility work was completed to ensure the platform meets the required government accessibility standards. The platform was successfully launched to the public through a press release written by Comms on Thursday 19th May 2022. During the first three weeks of operational 'go live' the platform has built a member base of 82 and increased it's newsletter subscribers to 666. The campaign theme for the year will be Nature Recovery; contributing directly to the 30% by 2030 SDNPA Nature Recovery Campaign.</p>	<p>Green</p>	<p>Next Steps: during Q2, recruitment of new members to OSD and newsletter subscribers will continue. The July Newsletter is scheduled to be released on 4th July which will focus on a Nature Recovery theme. Content will continue to develop for OSD including the commencement of the creation of 10 60 second short films with OSD Members. Q2 will see OSD continue to establish as the strategic framework for all work around the Rural Economy and it's crucial contribution to the National Park Purposes through the delivery against SDNPA organisational objectives.</p>	<p>Outcome 10: Great Places to Work</p>
<p>Facilitate and support the endorsement, actions and key priorities through the process of Whole Estate Plans (WEPs)</p>	<p>Facilitate WEP applications through a successful journey to encourage sustainability in key areas of the National Park to deliver Partnership Management Plan (PMP) outcomes</p>	<p>Now have 6 Estates with endorsed WEPs, and have 4 Estates with WEPs currently in the pipeline.</p>	<p>In Q1, we saw an increase in WEP activity for the SDNPA and Estates currently in the pipeline. The completion of Member Site Visits by Bereleigh Estate (29th March 2022) and B&H Downland (Virtual on 14th March and 14th June 2022) ensures all Estates currently granted 'active' status in the pipeline have now successfully passed through Stage 2 of the SDNPA WEP Process. The two other Estates, Barlavington and Firlie, are both currently finalising their final versions of their respective WEPs in preparation for possible endorsement in the case of Firlie (Stage 4) and submission to Stage 3 of the process in the case of Barlavington. RSPB Pulborough Brooks have recently connected with the SDNPA to explore the possibility of resurrecting their WEP which stagnated due to Covid-19. Communications are now ongoing to pursue this.</p>	<p>Green</p>	<p>Next steps: both Bereleigh and B&H WEPs are targeting endorsement in early 2023.</p>	<p>Outcome 9: Great Places to Live</p>
<p>Support and facilitate the South Downs Forestry Champions</p>	<p>In collaboration, deliver key outcomes under the South Downs Forestry Champions priorities (2019-2024) relating to people, place and prosperity</p>	<p>We are working with 2 Deer Management Groups (DMGs), one around Kingley Vale and supported by the We Love YEW Project (NE/FC & SDNPA) and another one around Graffham. The Kingley Vale group is working very well, with a night licence supporting the management of deer at a landscape scale. SDNPA, Forestry Commission (FC) and the Royal Forestry Society (RFS) have jointly organised 5 RFS training events between April and end of June 2022 in the following: Deer management, Ecological surveys; Essential guide to caring for your wood; Intermediate level silviculture for coppice, and An introduction to soil identification.</p>	<p>The South Downs Forestry Champions (SDFC) Programme for 2019-2024 includes 3 workstreams: People, Place and Prosperity. There are key actions are allocated to each workstream. In Q1, the last SDFC meeting was on the 19th May. This included presentations on the Woodland Resilience Implementation Plan currently being prepared, the We Love Yew Project - Deer management at Landscape Scale, Forestry Apprentices, and an update from Forestry Commission (FC). In addition, we have received very positive feedback from Penfolds Woodland Management, who are hosting two forestry apprentices. Apprentices are getting good experience by working with a private company, spending a few days with SDNPA colleagues and attending additional training with the Royal Forestry Society (RFS). 18-month placements will end in June 2023. Several SD Forestry Champions are interested in the apprenticeship scheme and see the value of partnering with the SDNPA. Unfortunately recruitment for new apprentices has had to be paused. Woodland Opportunity Mapping is nearly completed. The review of the final draft and preparation of story map is currently undergoing. Ground-truthing will be required to monitor success of the tool.</p>	<p>Green</p>	<p>Next steps: 2 additional RFS training events will be held in July: Managing ash dieback and Mensuration. Continue support to DMGs - Graffham DMG needs some guidance regarding next steps- potential event with FC to discuss issues and explore how to support the stalkers better. When England Deer Strategy is published, joint comms with Natural England (NE), Woodland Trust (WT) and Forestry Commission (FC) will be prepared to explain the importance of sustaining healthy populations of deer and the need to control them. We will explore venison markets and comms. Regarding Forestry Apprentices, we will explore how much other partners are prepared to contribute towards the scheme and prepare a business case explaining how the programme could continue. Potential risks: Comms re: deer management; right messages need to be published. The development of a forestry apprenticeship in the SDNP is one of the actions included in the SDFC programme. If there is no commitment to continue the programme, what has been accomplished during the last few years in terms of provision of forestry courses by Plumpton College and support to the industry in terms of development of skills and abilities, could be compromised.</p>	<p>Outcome 10: Great Places to Work</p>

<p>Deliver the Farming in Protected Landscapes (FiPL) programme in the National Park</p>	<p>Deliver on time and within budget high quality outcomes on climate, nature, people, place, and relevant PMP outcomes</p>	<p>119 Expressions of Interest received for year 2 of FiPL</p>	<p>At the start of year two of the FiPL Programme, there were 119 Eols. In April, a review was undertaken to categorise them by project type, e.g. fencing, machinery, diversification etc, and by the four FiPL outcomes - nature, climate, people and place. Using this information, and looking back at what was delivered in year one, a list of recommendations were drawn up to help prioritise budget spend. This was approved by the Local Assessment Panel (LAP) in May. Priorities agreed include a focus on cultural heritage, access and education projects, referring applicants to other sources of funding where it is available e.g. Countryside Stewardship (CS), to prioritise new FiPL applicants and to only fund projects within the SDNP boundary. Using the recommendations, six applications were developed to be presented to the LAP in July.</p>	<p>Green</p>	<p>Next steps: first year 2 Local Assessment Panel (LAP) meeting on 07/07/22 to review applications.</p>	<p>Outcome 2: Increasing Resilience</p>
<p>Position the National Park Authority to have a clear role in delivering Environmental Land Management (ELM) Schemes</p>	<p>Participate in the Environmental Land Management (ELM) National Pilots with regard to Local Nature Recovery and Landscape Recovery elements</p>		<p>The SDNPA submitted an application to the Landscape Recovery Pilot focussing on the Arun Valley. This was done in partnership with local farmers and landowners, including members of the Arun to Adur Farmers Group. No further updates on the Local Nature Recovery Pilot have been issued, although it is expected that a pilot will be launched in late 22/early 23.</p>	<p>Green</p>	<p>Next steps: decision on Landscape Recovery Pilots expected in early July.</p>	<p>Outcome 2: Increasing Resilience</p>

5. Seven Sisters Country Park thematic area						
Work towards Seven Sisters Country Park becoming commercially successful and financially self-sufficient, having a positive impact on the local economy	<p>1) South Downs Commercial Operations Ltd to take over management of the site to allow commercial delivery</p> <p>2) Complete and open Phase 1 works (Exceat May 2022, Foxholes Nov 2022), including food and beverage offer, holiday accommodation, and retail</p> <p>3) Invest in pump barn as a hub for SDNP-based businesses</p> <p>4) Complete and open Phase 2 works (Foxhole Cottage 3 and the Camping Barn with new facilities block)</p> <p>5) Carry out urgent repairs and light refurbishment to New Barn Cottage</p>		South Downs Commercial Operations Ltd (SDCOLtd) began operation of the site on April 1st 2022. The toilets opened on April 15th 2022. The Visitor Centre opened on April 16th 2022, and the Grab and Go opened on May 25th. Site Office in use w/c 9th May. The rest of Exceat is operating well, early trading has been difficult and there is still work to do to ensure long term financial sustainability. We have developed good relationships with many local suppliers and employ 22 individuals (a mixture of full time and part time) both creating a positive impact on the local economy. The pump barn design work is nearly complete and we will soon begin to engage contractors to complete works. New Barn Cottage requires significantly more works than previously predicted, there is currently not sufficient budget to do these works.	Amber	<p>Next steps: Clarkes contractors began work at Foxholes on 4th July and will be onsite until October. Opening will happen between December 2022 and April 2023. Baxall's construction signed the final building (the dairy barn) over on 14th July, there are still some works to complete to make use of the dairy barn offices which are due to open in August. Pump Barn drawings were completed w/c 11th July.</p>	Outcome 10: Great Places to Work
Lay the foundations for Seven Sisters Country Park to become a high quality site for nature through exemplary management of the habitats	<p>1) Use 'nofence' in partnership with Plumpton College to deliver targeted grazing.</p> <p>2) Fundraise for habitat improvements including reseeded, pond repairs, and scrub removal</p>	28 cows now grazing. Grazing supplemented with 11 ponies.	Plumpton's grazing animals now on the valley floor for the summer - no-fence in place. Countryside Stewardship Scheme (CSS) submitted prior to deadline and awaiting Natural England (NE) consultation to look at the details. This will include an annual payment and payment for capital projects to be completed within the first two years of the scheme. Financial figures to be calculated after NE meetings	Green	<p>Next steps: aim to increase the number of cows grazing. Meetings with Natural England to develop the Countryside Stewardship Scheme (CSS).</p> <p>Potential risks: The risk being that NE may decide the application is not valid. To mitigate this we will also be considering other funding opportunities including FiPL.</p>	Outcome 3: Habitats & Species
Develop Seven Sisters Country Park as an exemplary site for public access to the countryside. Ensure that we attract a diverse audience that reflects our local communities and that people have an enjoyable, inspiring experience	<p>1) Remove internal fencing (facilitated by 'nofence') to improve access</p> <p>2) Install new Changing Places toilet and level access at Exceat</p> <p>3) Develop new, diverse and accessible volunteering opportunities</p> <p>4) Create new and improved walking routes across the whole Country Park</p> <p>5) Fundraise for trampers (off-road mobility scooters)</p> <p>6) Provide a year-round programme of activities for diverse audiences</p> <p>7) Trial social prescribing in partnership with health providers</p>	<p>800 metres of internal fencing removed so far.</p> <p>One changing places toilet now installed with level access</p> <p>One new walking route being developed.</p>	Internal fencing removed to improve access and landscape visuals. Staff and volunteers including corporate groups, assisted the removal of fencing through the bottom of the main valley from Foxhole and New Barn. Changing Places toilet now open to the public. Working with the Volunteering Development Officer, adverts went out for Welcome Volunteers for Seven Sisters Country Park - number of volunteers to be determined based on demand. They will help with orientation and information for visitors. A new longer distance walk around the wider country park is mapped and work required has been identified. Trampers have been tested for use in the park. Easter trail was developed for families and young children for the Easter school holidays. Meeting held with Health and Wellbeing Officer to discuss Seven Sisters as a health and wellbeing 'hub'.	Green	<p>Next steps: further internal fence removal opportunities to be undertaken over the coming year. Interview and induct new welcome volunteers to Seven Sisters Country Park. Install waymark posts and cut the vegetation of the route. Funding for trampers to be confirmed. More events to be developed for the summer holidays and beyond. Meetings with providers to be organised for site visits to see what will be possible.</p>	Outcome 10: Great Places to Work
6. Delivering the statutory planning service thematic area						
Effectively and efficiently process planning applications and appeals	<p>1) Endeavour to ensure application decisions are issued in accordance with Government targets: Major 60%; Minor 70%; Others 70% and value added (and recorded), where possible when considering applications</p> <p>2) No more than 10% of all decisions to be overturned at appeal in a 2-year period</p>	<p>The Authority has achieved the following performance in Q1: Majors 70%, Minors 77%, Others 79.7%</p> <p>(NB In addition, County app (all major) performance is 100%)</p> <p>Percentage of Appeals overturned in Q1 = 6.6.%</p>	Note that these figures are provisional pending quality assurance checks.	Green		Core work
Effectively deliver the enforcement role	To continue to deliver the enforcement function within the National Park together with the host authorities and metrics to be reported through the Annual Planning Performance Report to P & R Committee		The Authority has continued to deliver the Enforcement function within the National Park.	Green		Core work

Develop Shoreham Cement Works Area Action Plan (APP)	Planning Committee and the National Park Authority to approve Issues & Options AAP for consultation in Q1. Consultation to take place in Q2. Representations to be reviewed and Preferred Options AAP to be formulated in Q3-4		NPA approved draft Area Action Plan (AAP) for consultation at the May meeting. The consultation will run from 07-06-22 to 02-08-22. This includes two public in person consultation events and two virtual events.	Green	Next steps: process responses received, consider the need for further evidence, and liaise with the landowner and other key stakeholders. Potential risks: the main technical risk relates to water neutrality and Habitat Regulations. The main resourcing risk relates to pinch points with other work particularly the Local Plan Review and Minerals & Waste Plans.	Core work
Undertake the Local Plan Review (LPR)	1) Scope out work plan and budget for the Local Plan Review (LPR). Way forward to be decided by Members in Q1. Depending on the decision of Members work will begin in earnest on evidence gathering for the LPR for the rest of the year. 2) As part of the review ensure that the collective policy matrix for Nature Recovery, Climate Action and A National Park for All is designed to maximise integrated delivery of corporate priorities through the planning system		NPA approved starting work on the Local Plan Review (LPR) at its May meeting. Letters went out to all the parish and town councils to let them know about the LPR and reviews of Neighbourhood Development Plans (NDPs). We consulted on the draft methodology for the Land Availability Assessment with parish councils, statutory bodies and the Agents' Forum.	Green	Next steps: Call for Sites to launch in August. Brief on development needs to go out to tender in August. Potential risks: the main resourcing risk relates to pinch points with other work particularly the the Area Action Plan and Minerals & Waste Plans. The main technical risk relates to water neutrality and Habitat Regulations.	Core work
Progress Minerals & Waste Local Plans	Submit East Sussex LPR for examination Q1. Examination Q2 and hopefully adoption Q4. Issues & Options Hampshire Local Plan Review Q2		East Sussex Plan submitted for examination in June. Short delay on the Hampshire Partial Review.	Green	Next steps: hearings to be held in November for East Sussex Plan. Hampshire Partial Review will progress to Reg 18 consultation in October. Potential risks: the main resourcing risk relates to pinch points with other work particularly the the Area Action Plan and Local Plan Review.	Core work
Support Neighbourhood Development Plans	At the same time as we are working on the Local Plan Review, we will support and work closely with Parish Councils wishing to prepare neighbourhood plans or neighbourhood plan reviews, to ensure that this work is progressed. It is anticipated that the Local Plan Review will be adopted at the same time that the neighbourhood plans are adopted		The decision was made by SMT to encourage parish councils to work with us on the Local Plan Review rather than do their own Community Development Plan (CDP) reviews. This was stated in the letters that went out to the parishes in June. We are working on a template for Neighbourhood Priority Statements which are mooted in the Levelling Up and Regeneration Bill.	Green	Potential risks: main resourcing risk relates to pinch points with other work particularly the the Area Action Plan and Local Plan Review.	Outcome 9: Great Places to Live
Work on the Duty to Cooperate in line with our Section 62 of the Environment Act section 11A duty	The need to work on cross boundary strategic issues is ongoing. During 2022-23 we are expecting local plans to come forward proposing substantial development in the setting of the National Park with new local plans in Chichester, East Hampshire, Horsham and Lewes Districts		There were no new local plan consultations published by neighbouring authorities for us to comment on in Quarter 1. As we start work on our own Local Plan Review we will be working with our neighbours on strategic cross boundary themes. It should be noted that it is stated in the Levelling Up and Regeneration Bill that the Duty to Cooperate will be abolished, but the Government has not yet said what it will be replaced by.	Amber		Core work
Renegotiate S101 contracts with host authorities	The current S101 contracts with our five host authorities expire on 1 October 2022. The aim is to have contracts in place with Chichester, East Hampshire, Horsham and Winchester Councils for a maximum period of 4 years and with Lewes Council for up to 2 years. This would enable these Councils to continue to provide planning services on our behalf	4 contracts signed and completed; 1 outstanding at the time of writing.	1 contract (with Horsham District Council) is pending and subject to further discussion. A settlement is expected but not guaranteed. The contract with Horsham District Council is the smallest S101 contract at approximately £90k per annum. Horsham deal with approximately 3% of SDNPA's caseload per annum. All other S101 agreements have been secured and completed in line with the terms approved by NPA.	Amber	Next steps: resolving outstanding contractual issues with Horsham District Council.	Core work

Performance monitoring and reporting	The need to monitor and report on performance is ongoing and so will continue for both the in house and host authority development management functions in 2022/23. Monitoring will include the Annual Planning Performance Report to Policy and Resources Committee and the Authority's Annual Monitoring Report		All government targets for the operation of the planning system are being met.	Green	A full report on planning performance will be presented to Policy and Resources committee in September.	Core work
7. Major Projects thematic area						
Deal with major planning applications and appeals; considering major development in plan making	1) Deal with major planning applications and appeals in an efficient and timely manner whilst driving maximum benefit for the National Park 2) Ensure that major development is robustly addressed in all our development plans		Speed of determination of major planning applications remains well in excess of Government targets.	Green		Core work
Administer the Community Infrastructure Levy (CIL) and S106 – key income streams for delivery	CIL will retain its link to funding infrastructure needed to support growth as required by legislation. As part of this we will also look to support and fund more projects that deliver the Corporate Plan priorities of Nature Recovery, Climate Action and A National Park for All	CIL - 450 projects assessed for inclusion in 2022 IBP (i.e. spending of 2021/22 CIL Receipts). Collected £773,021.26 so far this year and have spent £264,699.27 (from allocations in previous years). S106 - collected £64,931.46 and spent £250,160.96	CIL - Projects money spent on include New play and outdoor education facilities, a highway improvement schemes, a SuDs Project at Wallands School in Lewes, improvements to recreation grounds. S106 - Projects money has been spent on cycleways, pavilion extensions, footpath improvements, affordable housing and nitrate monitoring.	Green	Next steps: IBP and recommendations for spending 2021/22 CIL Receipts heading for September Planning Committee.	Core work
Deal with Nationally Significant Infrastructure Projects (NSIPs) within the National Park	Ongoing work to protect the National Park, to maximise development benefits and to secure appropriate mitigation and compensation from NSIP schemes. Responding to statutory consultations as required. The A27 at Arundel and Rampion 2 examinations in public are expected		No statutory consultations in Q1. However there is ongoing core work on Nationally Significant Infrastructure Project (NSIP) schemes.	Green		Outcome 9: Great Places to Live
Provide specialist advice in respect of Conservation, Design and Landscape across the organisation – especially in regard to Nature Recovery, Climate Action and A National Park for All	Align and focus specialist advice on: i) Delivering the three Corporate Plan priorities ii) Assisting our work as the Local Planning Authority A South Downs Design Review Panel will continue to operate that helps deliver better design in the National Park		Advice provided across the organisation as required.	Green		Core work

8. Generating Income thematic area						
Aim to raise £2.5 million self-generated income per annum, supporting Partnership Management Plan (PMP) delivery, through bids to Statutory Sources and support for the South Downs National Park Trust in continuing to build a sustainable philanthropic income stream	Raise £2.5m of self-generated income through philanthropic gifts, corporate partners and competitive government grants. This additional funding will be paired with strategic projects that drive forward delivery against the High Level Targets	£372k secured	Good progress has been made in the first quarter, with £372k secured. This includes funding raised through the Big Green Give, a matched appeal focused on ReNature, alongside funding Major Donors, Lewis CIL and Changing Places Toilet funding. With a number of final bids made over the quarter, outstanding opportunities remains at £4.6 million, leaving good prospect for reaching our target.	Green	Next steps & potential risks: With a large number of bid outcomes expected over the next quarter the key risk is around fundraising success exceeding delivery capacity. The team will therefore regroup in September to consider the outcomes and subsequent plans for the remainder of the year.	Core work
Support the role of private finance for Nature Recovery, securing funding to restore 1,000 hectares for Nature	Restore 1,000 hectares p.a. through projects which support landowners to secure private funding, changing current land management practices in favour of nature	481 hectares are currently in pilots considering Green Finance	As showcased on the Member visit recently is the development of the 'Green financing' model with Palladium through National Parks England (NPE) and Revere. This includes the pilot study and business plan of Renaturing 450 acres of Broadreed Farm. LEP funding of £65k has also been secured to develop further Renaturing for other sites, with South Holt Farm's 740 acres coming forward as well as consideration being given to a larger landscape scale area with a 'broader and shallower' approach of assessment.	Green	Next steps: Once the business plans are completed for the Pilot, works will then move to validating these and connecting them with funding. With respect to future initiatives, the Trust is developing a revolving fund, through which we hope to bring a second pilot forward before the end of the year.	Core work
Incubate a number of income generating initiatives, building on Seven Sisters and the South Downs Trust, scaling these up to generate £200k per annum	Generate £200k through full cost recovery, securing restricted funding against budgeted costs or via profit from new commercial ventures	£20,000 in terms of funds raised for budgeted expenditure.	Year to date we have raised £20,000 against budgeted expenditure at Seven Sisters, in addition we are developing a full cost recovery model that can be applied to future applications.	Green	Next steps: Incorporate the full cost recovery approach, where possible, to future applications. In addition, fundamental to this work is the new Commercial Directorate, which comes into place during August.	Core work
9. New Ways of Working thematic area						
Adopt a blended style of working that balances sustainability and flexibility whilst supporting business delivery	1) Undertake a blended working Staff Survey in Q3 2) Adapt the PDR process to reflect new ways of working by Q4 3) Train staff in the matrix management style of working by Q4		Work is underway to develop the blended working survey with a view to this being launched in Sept/Oct 2022 and the outcomes analysed during Q3. Work is underway to deliver changes to the PDR process by Q4 pending on the outcome of staff changes. A matrix management training package is being sought.	Green	Potential risks: failure to identify a matrix management training package may delay delivery of staff training.	Core work
Streamline levels of service to Members and Partners to ensure they are proportionate and reflect the resources available for their delivery	Complete a review of internal governance and propose recommendations for changes to structures and processes, as appropriate		Governance changes presented to NPA in May 2022, including reductions in meeting cycles. These were fully agreed.	Green		Core work
Through the use of new technology and new approaches to internal decision making and internal communications, the SDNPA will have developed a culture of "the right information in the right place" – leading to improved decision making and organisational efficiency	MS Teams road map in place		Road Map in development and presented to OMT in June 2022. This includes feedback from the Teams Champions group. Teams is being used to underpin paperless working for Member meetings. A review of the wider potential for MS teams to deliver on internal comms is underway.	Green	Next steps: a plan to consider cultural change aspects of team working will take place later in 2022. An OMT session on Internal comms functionality/capacity that we currently do not have in place and feel is required, is planned for November 2022.	Core work
Through the use of new technology and new approaches to internal decision making and internal communications, the SDNPA will have developed a culture of "the right information in the right place" – leading to improved decision making and organisational efficiency	Review of internal Comms outputs, processes and practices		Our internal communications has focussed on information sharing in the weekly Update to ensure that all staff and members are aware of core organisational information. We have rolled out Teams across the organisation and are trialling it's use as the central information storage and sharing hub to better enable hybrid working.	Green		Core work

<p>Ensure that the organisation is more diverse and representative both in its staff and Members and considers Equity, Diversity and Inclusion (EDI) in service delivery and policy development</p>	<p>Adapt the way we recruit, to increase the diversity of applications received from the current baseline</p>		<p>A new HR system is being introduced to support new methods of receiving applications and applicant tracking. New materials are being produced to support the Local Authority and Secretary of State appointment processes for Members. See the HR report for more details.</p>	<p>Green</p>		<p>Core work</p>
<p>Ensure that the organisation is more diverse and representative both in its staff and Members and considers Equity, Diversity and Inclusion (EDI) in service delivery and policy development</p>	<p>Ensure that 100% of new programmes, projects, policies, services and strategies have EDI as a central delivery component. This will be evidenced by the completion and consideration of the EDI screening and impact assessment form at the start of the process</p>		<p>As a new process, managers are still bedding in, and taking account of, the EDI Screening and Impact Assessment form. Colleagues in Planning are targetting younger voices with respect to the Shoreham Cement Works consultation. The South Downs Trust (SDT) is taking forward two projects which have EDI at the core of their proposals. Cultural Heritage projects all have taken EDI into account.</p>	<p>Amber</p>	<p>Next steps: discussion already in place with OMT with the need to ensure that EDI underpins all of our work.</p>	<p>Core work</p>
<p>Ensure that the organisation is more diverse and representative both in its staff and Members and considers Equity, Diversity and Inclusion (EDI) in service delivery and policy development</p>	<p>Develop a training plan to prioritise EDI training and skills development for staff and Members and begin delivery of specific training</p>		<p>EDI training for Members was delivered in June. A staff working group is in place to guide development of this work.</p>	<p>Green</p>	<p>Next steps: An EDI action plan will be presented to NPA in July 22.</p>	<p>Core work</p>

AGENDA ITEM 10 APPENDIX 2: ANNUAL GOVERNANCE STATEMENT ACTIONS FOR 2022/23: Q1 UPDATE

Action	Commentary	Next steps and/or potential risks
Further embedding of processes related to paperless meetings <i>(ongoing from 21/22)</i>	The paperless system is being finalised and will be piloted with Members in Autumn 2022.	Next steps: if the pilot is successful, launch to all Members planned for January 2023.
Review the position regarding the use of byelaws at Seven Sisters Country Park <i>(ongoing from 21/22)</i>	This work is ongoing	
Implementation of changes arising from the review of the staff PDR process <i>(ongoing from 21/22)</i>	This work is ongoing - see HR action plan for detail	
Complete the review of the model councillor code of conduct recently published by the Local Government Association to identify whether further revision of the Member Code of Conduct is needed	This work is ongoing. Any recommended changes to the SDNPA Member Code of Conduct will be reported to NPA via the Appointment, Management and Standards Committee (AMSC).	
Implement the outcomes of the 2022 Member survey and review of governance as reported to the NPA in May 2022	New committee and Member development timetable implemented and issues of meeting locations being considered. Intranet and paperless training provided. Practicalities for publishing Member attendance at meetings data being finalised, to be available on the website from Sept 2022.	Next steps: transition to electronic payslips underway, Members to be advised of the new process in the August 2022 Member Bulletin.

AGENDA ITEM 10 APPENDIX 3: HUMAN RESOURCES & HEALTH AND SAFETY ACTIONS 2022/23: Q1 UPDATE

Action	Commentary	Next steps and/or potential risks
Implementing the HR responsibilities relating to the EDI action plan	We are reviewing how we record EDI data for applicants and the current workforce.	Next steps: EDI training plan for staff and members in Q3.
Introduction of an applicant tracking system	Feedback obtained from other NPAs on the systems they use.	Next steps: training on the new system and implementation in Q3/4.
Design and communicate a staff survey to review the blended working arrangements	Survey in design phase	Next steps: scope content of survey at set up meeting in Q2. Work with Performance and Projects Team to design and communicate survey in Q2/3. Action plan to be compiled following results of survey.
Review the organisation's approach to stress management	Researched info, downloaded HSE updated guidelines toolkit.	Next steps: extract relevant information applicable to SDNPA to create bespoke reference document.
Look at ways of digitalising existing HR processes to increase efficiency	Exploring use of e-learning system ELMS to record and monitor mandatory training, to book corporate training and centralise record keeping,	Next steps: implementation and communication of Applicant Tracking system and automated training booking system in Q3/4. Implementation.
Continuation of the work on internal health and wellbeing	Promotion of Mental Health Awareness Week in May 22 - Events organised and daily wellbeing communication sent. Monthly wellbeing e-mails and updating of Wellbeing resources on intranet.	Next steps: Mental Health First Aid training in Q2. Review role of Mental Health First Aiders (MHFAs) and the wellbeing group.
Ensure that Members are fully briefed and trained on their H&S responsibilities	Initial meeting with Jon Wayte, H&S Advisor to put together a training programme.	Next steps: virtual training to be rolled out in Q3
Continuing development and implementation of robust safety systems of work and risk assessments at Seven Sisters Country Park accounting for the type of activities in place	Opening of Grab & Go section, site visit to ensure compliance with safety procedures before Environmental Health Officer (EHO) visit. Review of existing procedures to ensure up to date and still relevant. Updates to fire safety files to account for new open areas.	Next steps: further support to SSCP staff as more areas are handed over from Contractors.

