

Moor than meets the eye

Landscape Partnership

The story of the people and landscape over 4,000 years on Dartmoor.

Scheme Highlight Report

The Scheme Highlight Report is used to keep the Landscape Partnership (LP) Board (and all other interested parties) informed and involved. It provides summary information about the status of the stage and Scheme at the frequency defined by the LP Board and is used to advise the LP Board of any potential problems or areas where the LP Board could help.

ID	HLF Ref: LP-11-05906
Name	<i>Moor than meets the eye</i> – Landscape Partnership Scheme
Lead Org	Dartmoor National Park Authority
Lead Officer	Mark Allott – <i>MTMTE</i> Scheme Manager
Reporting Period	Y3Q1

General Reporting Information

Report completed by:	Mark Allott	Date:	2017/01/11
Report Frequency:	Quarterly, at least 1 week before LP Board meeting	Period Covered:	2016/09/01 to 2016/11/30

Key information and date summary

HLF Permission to Start	18 August 2014	HLF Completion Date	17 August 2019		
Scheme budget	£3,843,183	HLF grant	£1.9m (49% intervention)		
Spend to period end	£1,840,463	HLF Retention	£190,000 (@ 10%)		
Reporting dates	HLF Period	From (inc.)	To (inc.)	HLF Deadline	LP Board meeting
	Y3Q1	2016/09	2016/11	21 Dec 2016	25 January 2017
	Y3Q2	2016/12	2017/02	21 Mar 2017	26 April 2017
	Y3Q3	2017/03	2017/05	21 June 2017	12 July 2017
	Y3Q4	2017/06	2017/08	21 Sept 2017	TBC
	Y4Q1	2017/09	2017/11	21 Dec 2017	TBC



LOTTERY FUNDED

The scheme is supported by the National Lottery through the Heritage Lottery Fund

1. Project Status Summary

Green	Under control and within tolerance
Amber	Out of tolerance and with a plan in place to bring back under control
Red	Out of tolerance with no current approved plan

Measure	RAG	Direction of travel
Overall	Amber	<p>Better</p> <p>Financial figures relate to the quarter but the opportunity has been taken to update Board on general progress to the time of writing.</p> <p>Y3Q1 saw completion of our third project <i>PC7 – Fernworthy Reservoir Improved Access</i> with only minor snagging works remaining in response to the settling in period and rainwater runoff. A summary of all the Projects' progress and Red/Amber/Green (RAG) status is in Appendix A.</p> <p>The Y2Q4 HLF Request for Payment (Claim) and Progress Report were submitted on 21 and 20 September respectively for £110,557 (Y2Q4 expenditure totalled £223,626) with payment due by 19 October. There were no queries over the submissions and HLF payment was received on, 20 October.</p> <p>The Y3Q1 HLF Request for Payment (Claim) and Progress Report were submitted early on 16 December for £222,420 (Y3Q1 expenditure totalled £449,894) with payment due by 27 January (allowing a two-week Christmas break). The forecast expenditure from Project Leads totalled £522,994.</p> <p>Overall Scheme expenditure to 30 November 2016 is £1.840m (excluding ~£20k unbudgeted costs to date, captured under PE7). This is £943k behind the £2.783m originally planned at bid stage (-34%), and shows an improvement in closing this underspend against what was originally set out in the bid to HLF.</p> <p>The Scheme's expenditure shows a marked improvement against the Y2 re-baseline (from -£522k to -£181k) and against the quarter's forecast (+£203k). However, this is due to £269k more than forecast being claimed by <i>PC5 - Wray Valley Trail</i> in this quarter. Whilst the overall Scheme aggregate expenditure is accelerating, there is still significant volatility in some Project forecasting and almost £1m still to recover (the same as at the start of the last year).</p> <p>Two projects remain withdrawn from delivery: <i>PB8 – Pony Herd Identification</i> and <i>PD3 – East Shallowford Trust</i>.</p> <p>Other significant project changes include <i>PC8 – Postbridge Visitor Centre</i> and approval for a re-scoped <i>PD1 – Dartmoor Diploma</i> project.</p> <p>Our Community Stakeholders' Group (CSG) is becoming more familiar with the Projects and Scheme overall but perhaps need a focus to keep them engaged; for example a Task & Finish topic that would help with Scheme</p>



LOTTERY FUNDED

The scheme is supported by the National Lottery through the Heritage Lottery Fund

Measure	RAG	Direction of travel
		<p>Delivery.</p> <p>Eleven events were organised and delivered in the quarter, the pinnacle of which was perhaps the River of Life Lantern Walk. Organised by <i>MTMTE</i> in partnership with Natural England, Woodland Trust and National Trust, the walk saw over 400 people attend and explore the Bovey Valley by lantern light.</p> <p>Almost 2,000 volunteer days have been logged across the Scheme's Projects with a value of £150k. £62k of this has been earned on eligible Projects and we are well on our way to meet the Scheme's £114k target. Volunteers have attended a 6 week palaeography course over the last quarter which is helping them in their historical research across projects such as <i>PB2 – Parishscapes</i> and <i>PB3 – Moor Medieval</i>.</p> <p>Our social media presence continues to grow slowly as more and more projects, events and activities are happening. Our Twitter has 356 followers with our tweets being seen over 10,000 times/month on average over the last three months (up 3,000 since the last quarter). This was primarily due to the <i>MTMTE</i> team being more pro-active with our messaging and having a busy events programme. One of the challenges we continue to face is getting our message out there and increasing our exposure and recognition of projects in the community. Hopefully this will be helped with our comms, CSG and Project Leads' proactive support, particularly as so many projects are now well into their delivery.</p> <p>On balance, I have judged the overall direction of travel to be better than last quarter.</p>
Schedule	Amber	<p>Unchanged</p> <p>The following projects had significant variance from their Y3Q1 forecast expenditure (-£69k in total), suggesting slippage in their delivery schedule:</p> <ul style="list-style-type: none"> • <i>PA4 – Discovering the nature of the Bovey Valley (-£10k, 40%)</i> The Project Lead needs to re-profile this to reflect slower progress in addition to last quarter. The underspend appears to be linked to the Barbastelle Bat research work • <i>PA5 – Unveiling the heritage of the High Moor and Forests (-£8k, 88%)</i> The Project Lead needs to re-profile this to reflect slower progress • <i>PA7 – Ponies, Pounds and Driftways (-£7k, 100%)</i> The forecast works at East Shallowford have been postponed until early 2017 • <i>PB1 – Bellever & Postbridge Trails (-£8k, 100%)</i> The Project Lead needs to re-profile this to reflect slower progress implementing the routes. This is in addition to the slippage last quarter



LOTTERY FUNDED

The scheme is supported by the National Lottery through the Heritage Lottery Fund

Measure	RAG	Direction of travel
		<ul style="list-style-type: none"> <i>PB2 – Parishscapes (-£36k, 99%)</i> Due to the nature of this community-driven project, forecasting is particularly difficult. The Project Lead has re-forecasted this to reflect anticipated progress next quarter <p>RSPB's proposals for re-scoping the <i>PA1 – Moorland Birds</i> project have been submitted to HLF for feedback and a verbal update is expected at the next Board meeting.</p> <p>HLF approved the revised proposals on 11 November for the first phase of a re-scoped <i>PD1 – Dartmoor Diploma</i> project. This is scheduled to start in the New Year. We are also awaiting feedback on the second phase proposal to run a Conservation Apprentice project, subject to ratification by DNPA. Together, these phases utilise the <i>PD1</i> and <i>PD3 – East Shallowford Trust</i> funding.</p> <p>Whilst there are some delays in delivery, none of the Projects are expected to extend beyond the 17 August 2019 HLF Completion Date (subject to the scope of <i>PC8 – Postbridge Visitor Centre</i>). The main impact will be on the spend profile forecast, HLF funding drawdown and resultant cashflow potentially affecting project delivery. This further highlights the need to accurately update these so that the Scheme's cashflow position is clear.</p>
Quality	Amber	<p>Better</p> <p>Generally, the envisaged quality of the Project Outputs, Outcomes and Benefits, and so the Scheme overall, remain unchanged.</p> <p>The re-scoping of <i>PA1 – Moorland Birds</i> and <i>PD1 – Dartmoor Diploma</i> in this quarter have ensured some of these outcomes and re-strengthened Programme D deliverables.</p> <p>Care will need to be taken to ensure changes to the following projects align with HLF's outcomes and approved purposes:</p> <ul style="list-style-type: none"> <i>PB8 – Pony Herd Identification project</i> The Scheme Manager has been asked to brief the Dartmoor Pony Action Group at the end of January about opportunities for re-scoping the project <i>PC8 – Postbridge Visitor Centre</i>
Cost	Amber	<p>Better</p> <p>The Scheme is ~6% ahead in proportionate linear spend terms; the first quarter that this has been ahead of schedule.</p> <p>Overall Scheme expenditure to 30 November 2016 is £1.840m (excluding ~£20k unbudgeted costs to date, captured under PE7: £7k of this is for higher outturn costs on projects <i>PC7</i> and <i>PD2</i> which are not recovered</p>



LOTTERY FUNDED

The scheme is supported by the National Lottery through the Heritage Lottery Fund

Measure	RAG	Direction of travel
		<p>under the Scheme but continue to be monitored). This is £943k behind the £2.783m originally planned at bid stage (-34%), and shows an improvement in closing this underspend against what was originally set out in the bid to HLF.</p> <p>The Scheme's expenditure also shows a marked improvement against the Y2 re-baseline (from -£522k to -£181k) and against the quarter's forecast (+£203k). However, this is due to £269k more than forecast being claimed by <i>PC5 - Wray Valley Trail</i> in this quarter.</p> <p>Whilst the overall Scheme aggregate expenditure is accelerating, there is still significant volatility in some Project forecasting and almost £1m still to recover (the same as at the start of the last year). The impact of this is that we have £466k less HLF funding to date in the Common Fund. With <i>PC5</i> not expected to deliver its remaining £138k spend until nearly Scheme close (Y5Q2 and Q3), greater reliance will be placed in the meantime on other projects timely contributing to the Common Fund; in order to continually fund those receiving funding.</p> <p>Overall, projects forecast a total £427k underspend (between 14 projects) and £169k overspend (between 13 projects) at completion. If this is accurate then the Scheme outturn cost will result in £211k funding returned to HLF. However, I am confident this is not the case as some project forecasts have either not been updated in over a year, or have errors/oversights – see Section 6 Issue A.</p> <p>Five projects account for ~£69k underspend within the quarter:</p> <ul style="list-style-type: none"> • <i>PA4 – Discovering the nature of the Bovey Valley (-£10k, 40%)</i> The Project Lead needs to re-profile this to reflect slower progress in addition to last quarter. A £4k forecast overspend also needs to be addressed • <i>PA5 – Unveiling the heritage of the High Moor and Forests (-£8k, 88%)</i> The Project Lead needs to re-profile this to reflect slower progress and take account of a forecast £6k overspend • <i>PA7 – Ponies, Pounds and Driftways (-£7k, 100%)</i> The forecast works at East Shallowford have been postponed until early 2017 and the forecast spend profile has been updated to take account of this • <i>PB1 – Bellever & Postbridge Trails (-£8k, 100%)</i> No forecast spend profile has been received for this project. The Scheme Manager met with the Project Lead on 11 January to address this and the project's planned delivery • <i>PB2 – Parishscapes (-£36k, 99%)</i> Due to the nature of this community-driven project, forecasting is



LOTTERY FUNDED

The scheme is supported by the National Lottery through the Heritage Lottery Fund

Measure	RAG	Direction of travel
		<p>particularly difficult. The Project Lead has re-forecasted this to reflect anticipated progress next quarter</p> <p>Five projects have significant forecast overspends:</p> <ul style="list-style-type: none"> • <i>PA6 – Higher Uppacott (£39k, 26%)</i> The forecast is accurate and DNPA is discussing how necessary physical works may impact wider interpretation budget and proposals and whether this may impact the MTMTE-funded portion of the improvements • <i>PB4 – Engaging with the Nature of the Bovey Valley (£8k, 5%)</i> The Project Lead needs to address this forecast overspend as there is no supporting commentary in the Highlight Report (the RAG status has been changed to Amber to reflect this) • <i>PB7 – In the footsteps of the Victorians (£14k, 14%)</i> The project’s re-scoping allowed for our Community Heritage Officer to support the community-led project in a project manager role for 1 day/wk for ~12months. This is due to expire around April 2017 with another 12 months required to deliver the project. The CHO is the best-placed resource to continue delivering the Project at a forecast £14k cost to the Scheme. Although not actually demanding 1 day/wk to run this project, some of this historic and future time benefits the delivery of <i>PB2 – Parishscapes</i> (under-resourced), <i>PB3 – Moor Medieval</i> and <i>PB6 – Managing Volunteers</i>. Board is asked to consider approving this cost and contract extension in the Decisions part of the Agenda • <i>PC1 – Discovering the Dartmoor Story Interpretation (£25k, 14%)</i> The Project Lead needs to address this forecast overspend as there is no supporting commentary in the Highlight Report (the RAG status has been changed to Amber to reflect this) • <i>PD2 – EcoSkills (£42k, 21%)</i> The Project Lead needs to address this forecast overspend as there is no supporting commentary in the Highlight Report (the RAG status has been changed to Amber to reflect this) <p>Whilst the overall aggregate improvement in Scheme expenditure to date is comforting, many projects still have significant variance quarter to quarter. Coupled with the continued lack of updates and accuracy of some projects’ forecasting I am still unable to establish an accurate baseline against which to monitor progress.</p>
Scope	Amber	<p>Better</p> <p>Five fundamental Project-level changes continue and will change the Scheme’s scope:</p>



LOTTERY FUNDED

The scheme is supported by the National Lottery through the Heritage Lottery Fund

Measure	RAG	Direction of travel
		<ul style="list-style-type: none"> • <i>PA1 – Moorland Birds</i> We are awaiting HLF’s feedback on RSPB’s re-scoped project and anticipate giving a verbal update at the Board meeting. It remains to be seen whether RSPB can secure external match-funding to bridge any funding gap • <i>PB8 – Pony Herd Identification Project</i> An initial project idea has been received and the Scheme Manager has been asked to attend the next Dartmoor Pony Action Group meeting at the end of January • <i>PC8 – Postbridge Visitor Centre</i> Scope to be confirmed by DNPA and the Duchy of Cornwall – we anticipate receiving a verbal update at the Board meeting • <i>PD1 – Dartmoor Diploma</i> HLF has approved the revised Phase 1 part of the project • <i>PD3 – East Shallowford</i> Project withdrawn. Funding has been incorporated into Phase 1 and Phase 2 proposals for <i>PD1 – Dartmoor Diploma</i>.
Benefits	Amber	<p>Unchanged</p> <p>Assuming the change in scope and quality of the Projects listed above still aligns with the outcomes and approved purposes as set out in the bid, there should be no impact on benefits of the Scheme overall.</p>
Risk	Amber	<p>Unchanged</p> <p>The Scheme’s top ten risks by notional monetary impact are shown in the Quantified Risk Register (QRR) in Appendix B.</p> <p>A number of risks have been closed following the completion of <i>PC7 – Fernworthy Reservoir Improved Access</i> and the QRR now totals £267k (7% of the £3.843m Scheme budget) and a decrease on the Y2Q4 estimate.</p> <p>Some £129k cost has effectively been realised to date. This effectively brings the risk provision to £396k, which is unprovided for although the majority of this cost has been absorbed by DNPA as Lead Partner or the projects de-scoping their task delivery. Including the forecast outturn cost overspends realised to date on PC7 and PD2 brings this provision to £403k.</p> <p>The QRR is a live document throughout the course of the Scheme and will be influenced by the Projects’ individual risks as they change.</p>



LOTTERY FUNDED

The scheme is supported by the National Lottery through the Heritage Lottery Fund

2. Planned Key Activities Delivered During This Period

A.	Host monthly 'Have your say' sessions (Postbridge on 24 Aug, Moretonhampstead on 22 Nov)
B.	HLF Monitoring Meeting on 21 October 2016
C.	Targeted liaison with Project Leads to improve the variable content and quality of Highlight Reports, output monitoring and forecast spend profile inaccuracies. Met Project Leads to discuss: <ul style="list-style-type: none"> • PA1 – Moorland Birds • PA6 – Higher Uppacott • PB1 – Bellever & Postbridge Trails • PB3 – Moor Medieval • PC8 – Postbridge Visitor Centre
D.	DNPA (as Lead Partner) Leadership Team briefing (1 Nov)
E.	Re-issue Training Coordinator Invitation to Tender for PD1 – Dartmoor Diploma
F.	Collate and review Project forecast spend profiles returned in Y3Q1 to update Scheme forecast
G.	Y2 review slideshow showcasing achievements (also on MTMTE YouTube channel)
H.	Planning meeting with 'Resources 4 Change' to discuss mid-term Monitoring & Evaluation
I.	Project Leads' meeting on 20 October 2016 to discuss mid-term Monitoring & Evaluation
J.	Festive gathering on 8 Dec (Project Leads, CSG, HLF and EcoSkills)

3. Unplanned Key Activities Delivered During This Period

A.	Capturing true Scheme costs of Board member support – see Section 6 Issue B
----	---

4. Planned Key Activities Not Delivered During This Period

Activity:	Reason For Non-Delivery:	New Target Date: YYYY/MM/DD
A.	Communications Plan review (inc. with Volunteer(s))	2017/02/24
B.	Y2 review - newsletter summary	2017/01/27

5. Key Activities Planned For Next Period

Activity	Target Date: YYYY/MM/DD
A.	DNPA (as Lead Partner) Leadership Team briefing
B.	Communications Plan review (inc. with Volunteer(s))
C.	Host monthly 'Have your say' sessions
D.	HLF Monitoring Meeting on 7 February 2017
E.	Launch new Phase 1 of PD1 – Dartmoor Diploma
F.	Collate and review Project forecast spend profiles returned in Y3Q2 to update Scheme forecast



LOTTERY FUNDED

The scheme is supported by the National Lottery through the Heritage Lottery Fund

6. Key Issues Arising This Period

	Issue Description:	Causing Risk Y/N?
A.	<p>Reporting delays, inaccurate claims information and/or forecast spend profiles</p> <p>Seven Projects either reported after the Y3Q1 deadline on 7 December or not at all. Some of these projects had no forecast spend profile or continued errors with little or no supporting commentary in the Highlight Report.</p> <p>The Scheme Manager has continued to meet Project Leads, focussing on projects with the biggest concerns either in terms of general progress, schedule, and/or spend. Despite these 1:1 meetings and offers of help and requests for updates, many are still inaccurate or missing updates. The Scheme Manager has since compiled forecasts for two Project Leads to resolve this and provide a baseline to monitor against in Y3Q2.</p> <p>These issues continue to strain <i>MTMTE</i> team resourcing and our ability to meet the HLF reporting deadline, and hamper timely and effective Scheme control.</p> <p>Praise should go to our Finance and Admin Officer for chasing outstanding information, resolving errors on behalf of Project Leads and compiling the Claim Report so that the Scheme Manager could review and submit with the Progress Report early this quarter. The Progress Report was missing information on two Projects.</p>	Y
B.	<p>Capturing true Scheme costs of Board member support</p> <p>At the last meeting, Board approved the Scheme Manager to estimate the contribution of Board members' input (In-Kind, expenses) in overseeing the Scheme. This has been completed with the following estimate:</p> <ul style="list-style-type: none"> • £11k in the Development Stage • £28k in the Delivery Stage • Totalling ~£40k. 	N



LOTTERY FUNDED

The scheme is supported by the National Lottery through the Heritage Lottery Fund

Appendices:

Appendix A Project Status Summary (RAG)

Appendix B Quantified Risk Register - Scheme: Top 10

Appendix C Scheme and Project Outputs summary – to follow on screen at Board



LOTTERY FUNDED

The scheme is supported by the National Lottery through the Heritage Lottery Fund

Appendix A

Project Status Summary (RAG)



LOTTERY FUNDED

The scheme is supported by the National Lottery through the Heritage Lottery Fund

MTMTE - Landscape Partnership Scheme
Project Status and Staff Links

		Project Performance - Status (RAG)									17/01/2017	
		Budget	Cost (£ to quarter end)	Overall	Schedule (Timescale)	Quality	Cost position	Scope	Benefits	Risk	UPDATED?	
PA1	Moorland Birds	£ 89,296.00	£ 33,917.70	R	A	A	R	R	R	R	06/12/2016	
PA2	Haymeadows	£ 9,000.00	£ 2,754.51	A	A	G	R	G	G	A	07/12/2016	
PA3	Natural Connections	£ 9,000.00	£ 1,760.59	R	R	G	R	G	G	A	07/12/2016	
PA4	Discovering the Nature of the Bovey Valley	£ 266,445.00	£ 137,414.48	G	G	G	A	G	G	G	08/12/2016	
PA5	Unveiling the heritage of the High Moor and Forests	£ 79,000.00	£ 18,715.04	G	G	G	A	G	G	G	16/12/2016	
PA6	Higher Uppacott	£ 153,250.00	£ 117,405.97	A	A	A	A	A	G	A	06/12/2016	
PA7	Ponies, Pounds and Driftways	£ 34,000.00	£ 4,650.00	A	A	G	A	G	G	G	01/12/2016	
PA8	Ancient Boundaries, Modern Farming	£ 100,000.00	£ 24,672.00	A	A	A	A	G	A	A	29/11/2016	
PA9	Hameldown WWII Bomber Crash Archaeological Survey	£ 2,300.00	£ 1,829.00	COMPLETE								
PROGRAMME A TOTAL:		£ 742,291.00	£ 343,119.29									
PB1	Bellever and Postbridge Trails	£ 124,400.00	£ 7,872.00	A	A	G	A	A	G	A	07/12/2016	
PB2	Parishscapes	£ 175,386.25	£ 44,241.07	G	G	G	G	G	G	G	06/12/2016	
PB3	Moor Medieval	£ 25,000.00	£ 11,785.15	G	A	G	A	A	G	G	05/12/2016	
PB4	Engaging with the Nature of the Bovey Valley	£ 156,003.00	£ 68,507.96	G	G	G	A	G	G	G	07/12/2016	
PB5	Welcome to Widecombe	£ 49,429.88	£ -	G	G	G	G	G	G	R	06/12/2016	
PB6	Managing Volunteers	£ 20,000.00	£ 1,294.30	A	A	G	A	A	G	G	06/12/2016	
PB7	In the Footsteps of the Victorians	£ 102,087.00	£ 11,471.43	G	G	G	R	G	G	G	07/12/2016	
PB8	Pony Herd Identification Project	£ 6,768.00	£ -	R	R	R	R	R	R	R	05/09/2016	
PB9	Moor Boots	£ 20,000.00	£ 7,827.22	G	G	G	G	G	G	G	13/12/2016	
PB10	Whitehorse Community Play	£ 14,350.00	£ 12,385.00	G	G	G	G	G	G	G	06/12/2016	
PROGRAMME B TOTAL:		£ 693,424.13	£ 165,384.13									
PC1	Discovering the Dartmoor Story	£ 177,986.00	£ 39,195.50	G	A	G	A	G	G	G	07/12/2016	
PC4	Brimpts Tin Trail	£ 12,300.00	£ 7,636.20	G	A	G	G	G	G	A	09/12/2016	
PC5	Wray Valley Trail	£ 845,000.00	£ 707,268.39	G	G	G	G	G	G	A	14/12/2016	
PC6	Heritage Trails	£ 9,900.00	£ 9,479.90	A	A	G	G	G	G	A	08/12/2016	
PC7	Fernworthy Reservoir Improved Access	£ 120,846.00	£ 120,846.00	COMPLETE								06/12/2016
PC8	Postbridge Visitor Centre	£ 184,920.00	£ 6,160.00	R	R	R	R	R	R	R	06/09/2016	
PROGRAMME C TOTAL:		£ 1,350,952.00	£ 890,585.99									
PD1	Dartmoor Diploma	£ 150,000.00	£ -	A	A	G	A	A	G	A	07/12/2016	
PD2	EcoSkills	£ 199,500.00	£ 152,964.38	G	G	G	A	G	G	G	08/12/2016	
PD3	East Shallowford Trust	£ 30,000.00	£ -	R	R	R	R	R	R	R	07/09/2016	
PROGRAMME D TOTAL:		£ 379,500.00	£ 152,964.38									
PE1	Staff Team	£ 631,177.28	£ 265,967.76	G			A	G		A	07/09/2016	
PE2	HERO and GI Staff for PC6	£ 11,338.00	£ 7,696.45	G			G	G		G	07/09/2016	
PE3	Transport and Subsistence	£ 5,000.00	£ 5,038.46	R			R	G		R	07/09/2016	
PE4	Training	£ 3,000.00	£ 1,122.95	G	G	G	G	G	G	G	07/09/2016	
PE5	Monitoring and Evaluation	£ 20,000.00	£ 2,862.90	G	G	G	G	G	G	G	07/09/2016	
PE6	Moor than meets the eye Website	£ 6,500.00	£ 5,721.37	COMPLETE								07/09/2016
PE7	Unbudgeted items	£ -	£ 19,991.40	R	R	R	R	R	R	R	07/09/2016	
PROGRAMME E TOTAL:		£ 677,015.28	£ 288,409.89									

	Budget	Cost	% complete by value	% complete by time	Variance by time
PROGRAMME A TOTAL:	£ 742,291.00	£ 343,119.29	46%	£ 359,146.82	-£ 16,027.54
PROGRAMME B TOTAL:	£ 693,424.13	£ 165,384.13	24%	£ 335,503.29	-£ 170,119.16
PROGRAMME C TOTAL:	£ 1,350,952.00	£ 890,585.99	66%	£ 653,638.69	£ 236,947.30
PROGRAMME D TOTAL:	£ 379,500.00	£ 152,964.38	40%	£ 183,615.62	-£ 30,651.24
PROGRAMME E TOTAL:	£ 677,015.28	£ 288,409.89	43%	£ 327,564.11	-£ 39,154.22
TOTAL:	£ 3,843,182.41	£ 1,840,463.67	48%	£ 1,859,468.53	-£ 19,004.86

Permission to start 18/08/2014
 Scheme end 17/08/2019
 Today = 17/01/2017
 Days elapsed 883 48% complete
 Scheme duration 1825

Appendix B

Quantified Risk Register – Scheme: Top 10



LOTTERY FUNDED

The scheme is supported by the National Lottery through the Heritage Lottery Fund

Rank	Risk ID No.	Risk Author	Date identified	Risk Level	Project ref	Risk Category	Risk Description (Cause, Event, Effect)	Probability	Cost Impact	Time Impact	Risk: Cost	Risk: Time	Proximity	Response Category	Risk Owner	Response/Mitigation/Actions	Status	Manual calculation of value of individual risks to establish notional cost
1	4	LP Board	01/08/2014	Scheme	Scheme	Finance	Funding: Funding shortfall due to increased costs or withdrawal of funding. Over-reliance on one funding partner, lack of match funding for grant schemes and Dartmoor Diploma, Results in: Potential diversion of Landscape Partnership staff time from specific project delivery	5	5	1	R	A	Long term	T - Reduce	Ally Kohler	A large percentage of match funding has been secured and is built into partners' medium term financial plans and/or are earmarked commitments in reserves. Need for continued financial monitoring and management Be aware of high risk projects: Wray Valley Trail (provides high percentage of cash match funding) Dartmoor Diploma – a large amount of unsecured match funding	Active	£ 37,500
1	13	Mark Allott	05/01/2015	Scheme	Scheme	Risk	Risk Management: No provision appears to have been made in either the budget or schedule (in terms of cost and time) to deal with risks if they are realised.	5	5	2	R	A	Short Term	T - Accept	Ally Kohler	- Scheme Manager to develop Quantified Risk Register (QRR) and estimate cost/time impact to inform likely outturn Project and hence Scheme costs - LP Board to acknowledge this and identify means to fund any budget overrun due to unprovided risk realisation - All foreseen Scheme and Project risks to be identified on the QRR and filtered lists supplied to Project Leads for review - Project Leads to review baseline QRR and monitor/action/report as part of the monthly Highlight Reports - Scheme Manager to arrange Project Risk	Active	£ 37,500
1	158	Mark Allott	07/06/2015	Project	PC8	Delivery	Lack of clarity over proposed re-scoping leads to MTMTE monies being unspent	5	5	4	R	R	Short Term	T - Reduce	Richard Drysdale	DNPA and DoC to appraise options and agree a proposal for HLF if a project is deliverable within MTMTE timeframe (by Aug 2019)	Active	£ 37,500
4	16	Mark Allott	07/06/2016	Project	PA8	Governance	No objective assessment scoring framework for applications may lead to bias/audit/governance concerns and reputational risk	5	4	2	R	A	Short Term	T - Reduce	Sandra Dodd	Develop an objective assessment scoring framework against which to evaluate applications on the four themes: Visibility, Heritage, Modernity, Youth/News Skills	Active	£ 18,750
5	8	Mark Allott	23/01/2015	Scheme	Scheme	Finance	Budgeting: Inconsistencies between Project Proforma details and Scheme Budget. Results in: Under/Over budget and problematic monitoring	5	3	4	R	R	Short Term	T - Fallback	Mark Allott	- Scheme Manager to review Project Proformas 'v' Scheme Budget and identify discrepancies - Scheme Manager to re-profile forecast spend - Scheme Manager to work with Project Leads to identify/secure cost saving s on other project elements to potentially offset budget variance	Part-realised	£ 7,500
5	42	Jane Marchand	18/08/2014	Project	PA5	Participation	Lack of uptake of ES schemes	5	3	3	R	R	Short Term	T - Reduce	Lee Bray	Ensure that MMS Conservation work completed by 2015	Active	£ 7,500
5	43	Jane Marchand	18/08/2014	Project	PA5	3rd party Regulations/ Processes	Post 2015 - Lack of HE management options in new schemes	5	3	3	R	R	Medium term	T - Reduce	Lee Bray	Further promotion of the adopt a monument scheme	Active	£ 7,500
5	53	Sandra Dodd	18/08/2014	Project	PA8	Construction	Poor weather delays delivery	5	3	5	R	R	Medium term	T - Reduce	Sandra Dodd	Increase timescale for delivery in first four years.	Active	£ 7,500
5	143	Chrissy Mason	13/01/2016	Project	PA2	Finance	There is no specific budget allocation for interpretation/setting up the green hay/seed marketing co-operative.	5	3	1	R	A	Medium term	T - Reduce	Chrissy Mason	Agreed with scheme manager to prioritise land management during Yr2 and consider allocating unspent budget for Yr 3 to non land-management outputs of the project	Active	£ 7,500
5	18	Chrissy Mason	07/09/2016	Project	PA2	Participation	Underspend in volunteer hours – proforma based on 5 years	5	3	1	R	A	Short Term	T - Avoid	Chrissy Mason	Re-evaluate likely volunteer contribution through the project and agree a transfer of non-claimed volunteer time from other projects with the Scheme Manager/HLF	Active	£ 7,500

Appendix C

Scheme and Project Outputs summary – **TO FOLLOW ON SCREEN AT BOARD**



LOTTERY FUNDED

The scheme is supported by the National Lottery through the Heritage Lottery Fund