

Darwin Initiative Main Project Half Year Report (due 31 October 2015)

Project Ref No	DPLUS020
Project Title	St Helena Baseline Assessment: A foundation for effective environmental management
Country(ies)	St Helena
Lead Organisation	St Helena Government – Environmental Management Division
Collaborator(s)	
Project Leader	Isabel Peters
Report date and number (e.g., HYR3)	HYR2
Project website/ Twitter/Blog/ Instagram etc	
Funder (DFID/Defra)	DFID

1. Outline progress over the last 6 months (April – Sept) against the agreed baseline timetable for the project (if your project has started less than 6 months ago, please report on the period since start up to end September).

The monitoring equipment essential for the project was received during this period, there were delays with this however, as although orders were placed in February and March, due to the challenges of getting goods to the Island, the last of the equipment did not arrive until September.

The (now former) Head of the Environmental Management Division (EMD) was able to provide some initial introduction on the use of some of the equipment to a few EMD staff members. As explained below, further training had been planned but the timing of the arrival of the equipment and departure of the Head of EMD prevented this from happening.

The Request for Quotation (RFQ) for the Environmental Monitoring and Technical Field Manual which includes the delivery on island of a technical training course was designed and advertised locally in March. Due to issues with the UK Government's Contracts Finder, the advert did not go live internationally until mid April. Two tenders were received by the closing date of 8th May 2015 and these were evaluated at the end of May, the preferred tender was selected (AECOM Limited) and notified in June. Initial discussions and contract negotiations took place during June and July and AECOM signed the contract in August. It had been anticipated that the draft manual would be submitted by AECOM at the beginning of September but this slipped somewhat (with the first batch submitted at the beginning of October), however AECOM and EMD established a dialogue on the production of the manual and regular telecons and email correspondence took place in August and September.

2a. Give details of any notable problems or unexpected developments/lessons learnt that the project has encountered over the last 6 months. Explain what impact these could have on the project and whether the changes will affect the budget and timetable of project activities.

Due to the delays in the equipment arriving on Island, the use of the equipment and start of the actual monitoring has been delayed. We had planned that the Head of EMD would provide initial training (in advance of the trainer arriving) in the use of some of the equipment as he had the necessary skills and expertise, however by the time some of the equipment had arrived he had reached the end of his contract and had left the Island.

Although we had anticipated that the trainer's visit would probably not happen until Q3/Q4 of this year, we had hoped that this could be arranged sooner rather than later. Unfortunately whilst we tried to arrange this for September, due to difficulties in securing flights (UK – Ascension) and passages on the RMS this will now not happen until February. This is very close to the end of the project and we will therefore not achieve our planned project outcome of having a year's worth of data by this time. We are however committed to deliver the monitoring programme beyond the end of the project. Our new Environmental Protection Ordinance which will be enacted shortly includes a requirement that we operate a system for monitoring environmental quality, the results of which are to be published. The lack of a years' worth of data by the end of the project was raised in Darwin's response to our annual report and we were asked to consider whether we would like to extend the end date of the project, which we would now like to do. We would welcome the opportunity to discuss this further with Darwin.

Whilst this caused no significant problems with the project delivery and has no bearing on the delays described above, it should be noted that the project leader was off-island on overseas business during the period June – August. It was also unfortunate that (as explained above) two of the staff members doing the bulk of the project works, left before the project leader returned back to work. This has resulted in some issues with the overall monitoring and subsequent reporting of the project.

Despite the above we are confident that we are now on track for the project to deliver the planned outcomes, albeit later than originally planned.

2b. Have any of these issues been discussed with LTS International and if so, have changes been made to the original agreement?

Discussed with LTS: Yes/No But we would like to request this

Formal change request submitted: Yes/No

Received confirmation of change acceptance Yes/No N/A

3a. Do you currently expect to have any significant (e.g., more than £5,000) underspend in your budget for this year?

Yes No Estimated underspend: £6,000

This is indicative at this stage, but we anticipate an underspend in operating costs due to the delay in the start of the monitoring programme and possibly an underspend in travel and subsistence costs.

3b. If yes, then you need to consider your project budget needs carefully as it is unlikely that any requests to carry forward funds will be approved this year. Please remember that any funds agreed for this financial year are only available to the project in this financial year.

If you anticipate a significant underspend because of justifiable changes within the project and would like to talk to someone about the options available this year, please indicate below when

you think you might be in a position to do this and what the reasons might be:

We would welcome the opportunity to discuss our options and would be available after the 4th January 2016

4. Are there any other issues you wish to raise relating to the project or to Darwin's management, monitoring, or financial procedures?

If you were asked to provide a response to this year's annual report review with your next half year report, please attach your response to this document.

Please note: Any planned modifications to your project schedule/workplan can be discussed in this report but **should also be raised with LTS International through a Change Request.**

Please send your **completed report by email** to Eilidh Young at Darwin-Projects@ltsi.co.uk . The report should be between 2-3 pages maximum. **Please state your project reference number in the header of your email message e.g., Subject: 20-035 Darwin Half Year Report**