

PROJECT STATUS REPORT

Project Name			
Project Manager		Date	

1 Current Stage

Next Milestone
Milestone Due Date
Project End Date

Note: Cells or sections that Project Managers must complete are highlighted thus

Timeline

Project schedule is on target

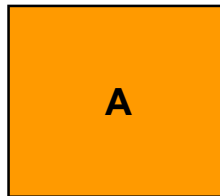


Resource

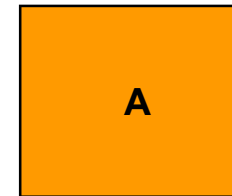
There is sufficient resource allocated/available to deliver the project as agreed



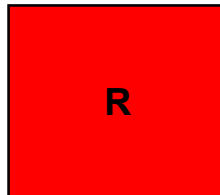
There are delays to the project schedule of up to 10 days though still expected to meet completion date



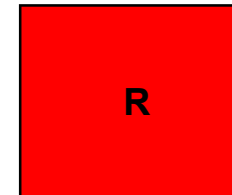
There is pressure on resource allocated or there may be insufficient resource allocated to deliver the project as agreed



There are delays to the project schedule of more than 10 days and the project will not be completed by the agreed completion date



There is insufficient resource allocated/available to deliver the project as agreed



Select Overall Project Timeline Assessment



Select Overall Project Resource Assessment



2 Key Progress of Agreed Milestones

	Key Approved Committed Milestones	Baselined due date	Status	Current due date
1			G	
2			G	
3			G	
4			A	
5			A	
6			A	
7			G	
8			G	
9			G	
10			G	

Project Risks

Number of risks with a score of 8 or less: **G**

Number of risks with a score of 9 or over and under 16: **A**

Number of risks with a score of 16 or over: **R**

Complete the Project Risk Assessment **G**

List the escalated Risks, Issues and Changes that cannot be resolved at Project level for Programme Board to consider

<p>Risks:</p> <p>Issues:</p> <p>Change: No change Request this month</p>

PROJECT STATUS FINANCIAL REPORT

Project Budget	Total ACC funding contribution (Net Project Spend)	
	Total external funding contribution (Gross Income)	
	Gross project budget (Gross Project Spend)	

		Gross Project Spend £'000			Gross Income			Net Project Spend		
		Baselined Profile Spend	Spend to Date	Updated Profile Spend	Baselined Profile Income	Income to Date	Updated Profile Income	Baselined Net Profile Spend	Baselined Net Spend to Date	Updated Net Project Spend
Spend	Total								0	0
Financial Year 2017/18	Apr-17	0								
	May-17	0						0	0	0
	Jun-17							0	0	
	Jul-17	0				0		0	0	0
	Aug-17	0				0		0		
	Sep-17							0	0	0
	Oct-17					0				
	Nov-17					0				
	Dec-17					0				
	Jan-18					0		0	0	0
	Feb-18					0		0	0	0
	Mar-18					0		0	0	
		Totals		0	0		0	0	0	0
Future Financial Years (approved budget)	2018/19							0		
	2019/20	0		0	0		0	0		
	2020/21	0		0	0		0	0	0	0
	2021/22	0		0	0		0	0	0	0
	2022/23	0		0	0		0	0	0	0
Project totals		0	0		0	0	0	0		

Gross Project Budget	0	Recommended RAG	G	Q1 RAG	G	Q2 RAG	G
Spend to Date	0	Select Project Budget RAG	G	Q3 RAG	G	Q4 RAG	G

Project Forecast Outturn 0

Key

R(O)	Forecast Overspend
G	Forecast Underspend <=3%
A	Forecast Underspend <=6% >3%

R(U) Forecast Underspend > 6%

Progress highlights to Programme Board this reporting period - including any progress delay or budget issues

Timeline Report:

Budget Report:

Risk Report:

Baseline		Spend				Define
Q1	0	Q1	0	G	#DIV/0!	Plan
Q2	0	Q2	0	G	#DIV/0!	Implement
Q3	0	Q3	0	G	#DIV/0!	Close
Q4	0	Q4	0	G	#DIV/0!	