



# **ANNUAL GENERAL MEETING**

**16<sup>th</sup> June 2005**

Test Valley PARTNERSHIP

**Test Valley Partnership Annual General Meeting – 16 June 2005**

**A G E N D A**

- 1. Chairman's Report**
- 2. Election of Chairman and Vice-Chairman**
- 3. Presentations from the Action Groups**
  - **Community Development – Janet Blann**
  - **Health and Well-Being - Rev. Derek Overfield**
  - **Community Safety – Melvin Hartley**
  - **Culture and Leisure – Madeline Edmonds**
- 4. The Andover Turnaround Project – John Spens**
- 5. Question and Answer Session**
- 6. Looking Forward – Barbara North**



## Terms of Reference

### 1. Composition

The Test Valley Partnership was formed in April 2002. In accordance with Government Guidance on Local Strategic Partnerships, the Partnership is:

- An organisation that brings together at a local level the public, private, business, community and voluntary sectors so that different initiatives and services support each other and work together.
- Chaired by a representative from the public, private, business, community or voluntary sector. (Nb. the Partnership is not required to be chaired by the Local Authority.)
- A non-statutory, non-executive organisation. Ultimate responsibility and accountability remains with individual organisations.
- A body that operates at a level which enables strategic decisions to be taken close enough to individual neighbourhoods to allow actions to be determined at a community level.
- Aligned with the boundaries of Test Valley BC

### 2. Aims

The Partnership has agreed the following statement of purpose:

**‘By working together we will use our combined resources to better effect to bring about a sustained and measurable improvement in the quality of life of the people of Test Valley, especially those in most need.’**

The Partnership will bring about this improvement by:

- Listening to the needs, aspirations and views of local people.
- Co-ordinating those needs, aspirations and views into a Community Plan setting out a shared vision for the future.

- Encouraging and facilitating closer working between local organisations and agencies to deliver the aims and objectives set out in the Community Plan better than could be achieved by organisations working on their own.
- Overseeing the delivery, monitoring and evaluation of the Community Plan.
- Reporting publicly on progress in delivering the objectives of the Community Plan.
- Undertaking an ambassadorial role for the Borough.

### **3. Operational Arrangements**

#### **Leadership**

The Chairman and Vice-Chairman will be selected annually by vote by members of the Test Valley Partnership.

#### **Test Valley Partnership**

Membership of the Test Valley Partnership (TVP) will be open to all agencies and organisations operating within the Borough with an interest in the social, environmental and economic well-being of the people of Test Valley.

The full Partnership is likely to meet no more than once or twice a year (there will be an annual general meeting) but members will be kept in regular contact through an informal communication network.

#### **Partnership Management Board**

Because of the size of the full Partnership (currently over 250 members), a Partnership Management Board (PMB) has been established to provide overall strategic direction, to carry out detailed planning and to drive forward the work of the Partnership. The Board is accountable to the full Partnership and reports on progress to the TVP Annual General Meeting.

Membership of the Board, which is chaired by the Chairman and Vice-Chairman of the TVP, ensures appropriate representation from the public, private, voluntary and community sectors.

The Board will determine its own methods of working to support the Partnership in:

- Developing short, medium and long term targets to achieve the vision for the local area.
- Providing a forum to promote dialogue between local organisations and to bring together plans, partnerships and initiatives.
- More effectively targeting resources to support the delivery of Community Plan objectives.
- Co-ordinating planning cycles and performance management systems of member organisations and partnerships.
- Developing indicators to monitor the Partnership's progress in improving the economic, health, social and environmental aspects of peoples lives.
- Reviewing and bringing forward a new Community Plan for the Partnership's approval every five years.

### **Partnership Management Group**

The Partnership Management Group (PMG) is an officer group at Chief Executive/Director level. If the primary role of the PMB is to provide overall strategic direction, that of the PMG, working with the Action groups (see below), is to ensure effective delivery. The Partnership Management Group meets approximately six times a year, normally every other month. Chairmanship rotates, with each member of the PMG hosting meetings of the PMG in turn and taking the chair for the meeting that they host. The PMG will report progress to the Partnership Board at least twice a year.

The main functions of the PMG are to:

- Ensure delivery of the Community Plan by monitoring, evaluating and reviewing the work of the Partner Action Groups using a performance management framework.
- Ensure a local focus, in particular in the most disadvantaged areas of the borough, and more effective targeting of resources.
- Improve communications and co-ordination between members of the partnership to encourage greater sharing of information, promoting best practice and rationalisation of partnerships where there is an overlap.

- Develop and improve the Partnership through the preparation and implementation of annual 'health check' Improvement Plans.

### **Partnership Action Groups**

The eight key themes of the Community Plan are supported at a detailed operational level by Partnership Action Groups. These are relatively small working groups, made up of people who have expertise and/or an interest in a particular policy area. In some cases (for example the Community Safety Partnership, the Community Learning Partnership), the Action Groups consist of established partnership groupings working within the umbrella of the Test Valley Partnership. A member of the Partnership Board serves as a link person with each of the Action Groups. The link person is sometimes, but not in all cases, also the Chairman of the Group. Chairmanship is reviewed on an annual basis.

Action Groups determine their own working arrangements and frequency of meetings. They are responsible for:

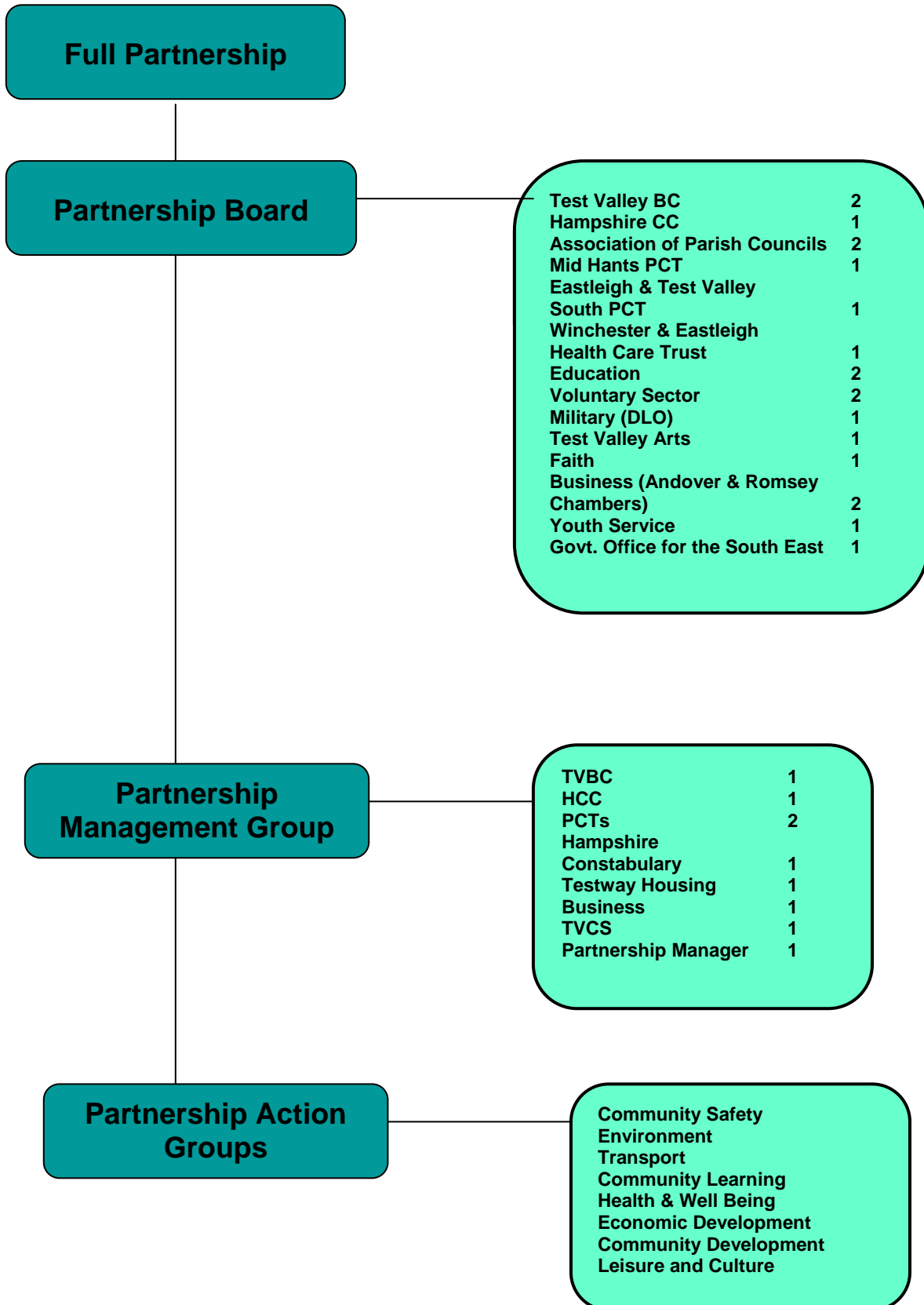
- Taking forward all aspects of the work of the Partnership in the relevant policy area. This will entail:
  - considering local needs
  - developing an action plan
  - drawing up appropriate targets and performance indicators
  - monitoring delivery of the action plan
  - reviewing the action plan
  - investigating funding opportunities
- Preparing and implementing any related plans or strategy documents.
- Providing a focus for all partnership activity within the relevant policy area and will seek to co-ordinate that activity (including auditing and rationalising the number of policy groups where appropriate).
- Providing regular reports to the PMG/PMB as required and contributing updates on progress for Partnership bulletins and the Partnership web site.

At least twice a year, the Chairmen of the Action Groups and the relevant officer co-ordinators, meet to consider the links between their groups and ways in which they can work more closely together.

### **General Note**

At all levels, arrangements should be sufficiently flexible to permit the possibility of co-option where this is considered appropriate.

## Test Valley Partnership Structure



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## *The Test Valley Partnership Accord*

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The Organisations undersigned have distinct but highly complementary roles. They are of one accord in their belief that close partnership working between themselves and other organisations is an essential requirement of improving the wellbeing of the local area. These organisations commit to the objectives set out below and to the following principles of joint working to make the best use of available resources in improving the social, health, economic and environmental wellbeing of Test Valley borough.

### *Ten Principles of Joint Working*

#### **1. Wellbeing**

To promote the four indicators of wellbeing (economic, health, social and environmental) to ensure a high quality of life. Partners will endeavour to ensure equal access to:

- Affordable housing, food, water and fuel.
- Communities free from fear.
- A high quality environment.
- Leisure and recreational facilities.
- Opportunities to work, lifelong education and leisure.

#### **2. Community Priorities**

To create an environment where everyone has an opportunity to make a difference by endeavouring to:

- Listen to local people, organisations and agencies.

#### **3. Local Needs**

To strive for social inclusion within the community and take account of local community needs in the planning/delivery of services by endeavouring to ensure equal access to:

- Services and facilities based on need; and by
- Developing a sense of a local community and identity.

#### **4. Citizen Focus**

To ensure the Partnership is responsive to the public by endeavouring to:

- Take full account of the views of local people in the planning and delivery of high quality and effective services.

#### **5. New Ways of Working**

To challenge accepted ways of working with existing resources by endeavouring to:

- Provide the right service at the right time and place.
- Minimise the cost.
- Focus on outcomes NOT the process of delivery.

#### **6. Openness**

To make the work of the Partnership transparent and representative of the whole community by endeavouring to:

- Share information, knowledge and skill at all levels throughout organisations.
- Ensure that the public are fully engaged with the work of the Partnership.

#### **7. Staff Involvement**

To encourage an inter-departmental/inter-organisational approach by frontline staff by endeavouring to:

- Ensure employees look beyond the boundaries of their own organisation.
- Involve employees in the planning and reviewing of services.
- Encourage joint working.

#### **8. Effective Resource Management**

To focus resources on priority areas and to set clear priorities in the management of change/new development by endeavouring to:

- Commit to the process of scrutiny of services.
- Rationalise management.
- Minimise waste and adopt the principles of Best Value.

## **9. Mutual Respect**

To foster an atmosphere of trust and respect within the Partnership by endeavouring to:

- Promote and defend partnership between organisations.
- Respect the different roles of the various organisations.
- Allow members to discuss issues without reproach.

## **10. Equal Partnership**

To recognise that all members have a valuable contribution to make to the Partnership through encouraging partners to:

- Recognise the importance of all contributions.
- Have a shared understanding and responsibility for delivering key targets.

## **Our progress in delivering the Community Plan strategic priorities**

Following the publication of the Community Plan at the beginning of last year, the eight Action Groups were asked to develop action plans for their areas designed to deliver the broad strategic objectives set out in the Plan.

In order to provide a clear focus for action, each group decided on three key priorities. These were brought together in a summary document published in time for last year's AGM.

The following notes are provided to give an indication of progress to date and to illustrate the range of activity in which the Partnership is involved.

### ➤ **Priority 1 A safe community**

***Our aim** is to maintain our low crime rates and to make Test Valley streets feel safer for local people.*

We said we would:

1. Reduce levels of fear of crime across the Borough

We have:

- instigated reassurance patrols undertaken by the police and the neighbourhood wardens. A special local beat scheme for King Arthur's Way has been set up in which is mobile. Bicycles have been provided as have personal CCTV cameras which are used to evidence anti-social behaviour.
- provided year round cover by the neighbourhood wardens both in the Andover area and in southern Test Valley with the exception of bank holidays. Residents' satisfaction with this service has grown, with 51% now feeling safer because of the presence of the wardens. Last year this figure was 36%
- visited 19 elderly and vulnerable residents each month, as part of the reassurance project, by a member of the neighbourhood warden team. The support provided encourages them to spend more time outside of their homes.

## 2. Reduce levels of anti-social behaviour across the borough

We have:

- introduced a range of measures to deal with anti-social behaviour from first interventions through to applications for Anti-Social Behaviour Orders. There are 8 orders in force in Test Valley, (3 adults and five juvenile); 4 in Romsey and 4 in Andover area. The Anti-Social Behaviour Officers have 12 acceptable Behaviour Contracts that are ongoing. 5 young people have successfully completed 6 month contracts and are no longer in trouble.

## 3. Reduce levels of crime related to substance abuse

We have:

- introduced the Odyssey project, an early intervention scheme which targets those whose offending is likely to be drug related.
- set up a counselling and advice service for young people that is drug and alcohol related
- introduced an additional open access service in Romsey
- set up a range of diversionary activities for young people including the opening of the Depot in Andover, Friday football run by the Wardens at Knightwood Leisure Centre and a range of groups at The Phoenix Centre in Andover
- produced a new Community Safety Strategy for 2005/2006 in which drugs and alcohol figure as two of its five lead priorities. This work is ongoing.

## ➤ **Priority 2 A clean and safer community**

***Our aim** is for everyone in the local community to take personal responsibility for maintaining the local environment and keeping Test Valley a beautiful place to live in.*

### 1. Further enhance Test Valley's beautiful natural environment

We have:

- Developed a Bio-Diversity Action Plan which identifies key species of importance in our local area. The plan was developed by Hampshire Wildlife Trust working in partnership with a range of other voluntary sector groups. The plan is being finalised and will be incorporated into the Local Plan as a Specific Planning Directive. This represents a significant recognition of the importance of environmental issues when making planning decisions for the future. It is anticipated that this document will be finalised and adopted in late summer 2005.

## 2. Improve energy efficiency

We have:

- Visited residents and given personal advice on how to improve energy efficiency in their homes.
- Established a Fuel Poverty Forum working with partners in Eastleigh, New Forest and Winchester to tackle fuel poverty, inefficient fuel consumption and links to poor health
- Worked in partnership with Southampton Environment Centre to provide the following promotional activities relating to energy efficiency and fuel poverty;
  - Mailed 6,500 Home Energy questionnaires to homes in TVBC. Upon return the recipient receives energy efficiency information relevant to their home.
  - Undertaken energy efficiency work in 8 schools
  - Produced a discovery sack related to energy saving and sustainability that is to be used in schools
  - Carried out road shows on energy efficiency with 3 major employers, 2 DIY stores and at 11 public events
  - Promoted training on fuel poverty issues to front line staff working with the public outlining how their clients can be helped. This has been a joint initiative involving both PCTs in our area

## 3. Improve recycling rates

We have:

- introduced a Garden Waste Collection Service and increased the recycling rate from 13% to 20%.
- visited over 16,000 households and given advice on recycling
- participated in the county wide communications campaign, which includes posters on the refuse freighters, distribution of an information pack and development of bin stickers
- started to review our system of refuse and recycling collection to develop a cost effective, efficient system that encourages residents to minimise waste produced and maximise recycling. This work is essential if that we are to find a way to reach the statutory recycling target of 30%.

### ➤ **Priority 3 Meeting Transport Needs in Test Valley**

***Our aim** is to ensure a sustainable, efficient and integrated transport network, based on the real needs and choices of local people and visitors. A transport network that achieves this will help to maintain the economic vitality of the area and meet the quality of life needs and aspirations of Test Valley as a whole.*

We said we would:

1. Ensure that more projects receive Local Transport Plan funding

We have:

- promoted and supported bids for Local Transport Plan funding for key transport projects as identified by the community in Test Valley. If successful these will include a new bus station in Andover and accessibility improvements to the railway station in Romsey. This has been the main focus and impetus for the Transport Action Group

2. Improve access to events and venues for young people

We have:

- jointly made provision for young people from outlying areas to be transported to The Depot in Andover as well as providing further public transport services to Andover town centre from residential areas within the town for young people

3. Help to create safer routes to school

We have:

- jointly worked on this with a view to promoting and raising the profile of Safer Routes to School. A total of 24 schools have Travel Plans in place, with a further 22 in preparation. The group has shared progress and information and the work is ongoing.

### ➤ **Priority 4 A community that provides education and lifelong learning**

***Our aim** is to promote education and learning in a way that best suits the needs of the individual and to promote a learning culture in the whole community.*

We said we would:

1. Promote higher levels of numeracy, literacy and ICT skills in the Borough's population

We have:

- supported Cricklade College to strengthen its workforce development scheme through a number of initiatives including 'Test Valley Skills for Competitiveness' as well as work on essential skills.
- worked to engage two new major private sector sponsors. The Test Valley Business Award 2005 was successfully launched in May 2005.

2. Work to improve the levels of educational attainment (5 GCSEs at A-C/A-G and value-added attainment levels)

We have:

- worked together to improve educational attainment by addressing the range of issues that can influence attainment
- supported the work of the Test Valley Community Learning Partnership to extend the work of Family Learning in Andover and Romsey thereby encouraging parents to understand and support their children's education in the family context, out of the classroom
- supported schools in bids for Specialist School status

3. Increase the proportion of Test Valley residents aged 18-30 years in higher education

We have:

- supported the development of a programme of events with University College, Winchester with the aim of strengthening progression routes to increased higher education participation
- worked together with partners to develop the Learning and Skills Council funded project 'Andover Skills for Competitiveness' beyond its pilot stage ensuring that companies throughout the Borough have benefited as a result of the training brokerage service that it provides.

## ➤ **Priority 5 A community that encourages healthy lifestyles**

***Our aim** is to promote and improve the physical, mental and social health and well-being of residents within Test Valley*

We said we would:

1. Reduce ill health in the over 60s

We have:

- increased awareness of the risk of falls to our older residents through the 'Stay on Your Feet' information campaign, involving leaflets distributed by health care providers and visits to community groups
- been involved in a Warm Homes Scheme that has included sending targeted mailings to the elderly and infirm to provide advice and assistance to those in greatest need. A Fuel Poverty Conference is to be arranged later this year to raise awareness of the consequences that living in poorly heated homes can have on health.

2. Increase awareness of, and access to, good quality, affordable food in Test Valley

We have

- identified a distributor of affordable locally-sourced fruit and vegetables to take what was previously known as the 'Green Box' project forward as a pilot into local schools. It will now be known as the 'Eat to Live' project. The initial pilot will be developed through PTAs and Andover Learning Centre and is due to commence in September 2005
- arranged to hold a Food Forum Conference on 6<sup>th</sup> July 2005 which will focus on improving the nutrition of children and young people

3. Improvement in the general health of people in Test Valley

- worked with partners to initiate free weekly Health Walks aimed at all ages
- supported the Healthy Schools scheme by providing information and lessons on topics related environmental health, healthy lifestyles and safety awareness
- presented a document to the Borough Council 'Achieving Smoke Freedom' which is an action plan for the reduction of smoking in a number of settings

➤ **Priority 6 – A community with a thriving local economy**

*Our aim is to promote continuing economic growth and prosperity for people and the local business community and to ensure that our local economy remains competitive*

We said we would:

1. Ensure that every community in Test valley has access to Broadband Internet by 2005

We have:

- ensured all of Test Valley (except Hatherden) has access to Broadband via a BT exchange. The emphasis has now switched to promoting the use of Broadband to the 3 sectors of business, home learning and for. Work continues through the Hampshire Broadband Partnership to promote Broadband initially to the business community and then to residential and the learning community. In parallel with this work is underway to develop a wireless Broadband pilot in Hatherden.

## 2. Strengthen business support for start up and small businesses in Test Valley

We have:

- supported local businesses by promoting Test Valley Borough Council's free web based 'grant finder' services for local businesses interested in finding national and EU funding.
- supported two enterprise agencies, Enterprise First and South Hampshire Enterprise to regularly provide free advice
- worked with Business Link Wessex to provide monthly business advice sessions both in Andover and Romsey.
- had involvement in leading on one of the dozen objectives in Hampshire County Council's Local Public Service Agreement 2 which involves increasing the number of businesses starting up and surviving in rural Hampshire. Discussions are underway with the Office of the Deputy Prime Minister that, if successful, could attract pump priming funding for projects that will strengthen business start ups in areas like Test valley

## 3. Work towards achieving a more skilled local workforce which will be to the benefit of both individuals and employers

We have:

- taken part in a year long learning hub pilot project, branded Skills for Competitiveness. Hundreds of individuals have been helped by the project which it is hoped will receive future support
- supported a European Social Fund, funded project, called Southern Entrepreneurs which is helping very small businesses in the Test valley with training and business support

## ➤ **Priority 7 – A place with strong local communities**

***Our aim** is to support and encourage a strong sense of community. We will do this by enabling local people to articulate their needs and influence local decisions and to encourage pride and a feeling of safety in their local area. We will also ensure there is a suitable range of good quality housing in terms of cost, type, tenure, size and location.*

We said that we would:

1. Increase the number of people feeling that they can influence decisions affecting their local area

We have:

- carried out a pilot community development project in Grateley that involved the community in identifying what improvements they would like in their community. Community groups are receiving support from Community Action Hampshire to put into action
2. Increase the number of people feeling that their local area is a place where people from different backgrounds can get on well together. We also said that we would increase the number of people who feel that they belong to their neighbourhood

We have:

- worked to develop the One Compact for Hampshire which has been developed to improve working relationships between the voluntary sector and other agencies. It is due to be launched in November 2005
  - increased information via the Council's website (The 'Test Valley 4 Community' funding website)
  - said that we are committed to working together in partnership towards the development of the Andover Vision
  - contributed to the development of E-volve which is a data base of voluntary organisations
  - opened the Phoenix Centre in 2004, a new community centre for residents of River Way and Pilgrim's Way.
  - implemented the Community Development Strategy on a multi agency basis
3. Provide an average of 100 new affordable homes completed every year

We have:

- exceeded the target of 100 houses by 17%
- secured increased land allocations for affordable housing through the Local Borough Plan Review
- continued to secure appropriate levels of support for those who needed it to enable them to be independent. We now provide 24 hour supported housing for substance misuse clients and are currently developing move-on accommodation for street homeless and substance misuse clients.

## ➤ **Priority 8- A community that knows how to enjoy itself**

***Our aim** is to enable all residents and visitors to enjoy the best in sports and culture activities as healthy, happy residents make for a successful community.*

We said we would:

1. Provide better cultural facilities in Andover that will dramatically change the perception of a dull and lifeless town

We have:

- staged a successful 'Time Ring Festival' in Andover which took place in Dec 2004 to mark the completion of works to enhance Andover Town Centre. The event attracted considerable local support with approximately 750 people taking part and some 3000 spectators
  - actively promoted and facilitated the provision of a cinema in Andover
  - agreed in principle to purchase and refurbish Cricklade Theatre. This is with the intention of transforming it into a high quality cultural focal point in the town
  - secured funding and commenced construction on improvements to Romsey Rapids swimming pool. The planned new centre is expected to open early in 2006
  - worked in partnership with Hampshire County Council and have increased visitor numbers to Andover Museum and Library through improved programming and marketing
2. Seek to engage more young people in constructive cultural/recreational activities
  3. Increase participation in physical activity – target is 70% of the population undertaking at least half an hour of moderate activity 5 times a week

We have:

- continued to develop Testway Sevens Initiative with great success
- improved and increased activities for young people at Knightwood Leisure centre, Youth in Romsey Project, Lockeley Village Hall and the Depot Youth Complex, Andover. This has been driven by the Healthy Living Centre initiative
- provided a wide programme of physical activity at The Depot Youth Complex including football, martial arts, table tennis and netball amongst others.
- co-ordinated and supported a programme of events and activities that encourage physical activity, arts and sport amongst target groups. These include an orienteering event in the Test Valley Tour, Fit for Work initiatives and more healthy walks.
- made a successful bid to the HISI fund and the exercise referral scheme is now underway.
- made a successful bid to Sport England Active England Fund for an Outreach Sports Development Officer at the Depot Youth Complex.

## **Financial Statement**

The Partnership has substantial resources and assets at its disposal, but has no budget directly under its control. This is because, with the exception of some Government funding for community safety purposes, it is at present entirely dependent upon the resources available to the various organisations and agencies that make up the Partnership.

Progress with the projects and initiatives included in the various action plans requires approval within the budgetary arrangements of the relevant partner where, inevitably, judgements have to be made about competing priorities.

In the case of a small, but increasing, number of initiatives, there is an element of joint funding.

Members of the Partnership are keen to pursue further opportunities to work together in ways that will enable available resources to be maximised for the benefit of the people of Test Valley. Action Groups will also be exploring the potential for attracting external funding and sponsorship wherever this is appropriate.

In addition, the Partnership is looking to establish a small pooled budget, made up from contributions by as many partners as possible, to cover the costs of on-going administration, as well as pump-priming for small projects. At present, these administrative costs are mainly borne by the Borough Council although the contribution of the County Council towards the cost of a number of special events is acknowledged.

A very significant move in the last year was agreement on the part of a number of members of the Partnership to make funding available to support the appointment of a Partnership Manager. Although hosted by the Borough Council, the postholder is employed by the Partnership and accountable directly to the Partnership Board. This is a very significant step, not just in terms of the opportunity it provides for taking the work of the Partnership forward, but as an indication of the growing maturity of the Partnership and the degree of commitment of the organisations involved.

The following partners are involved in this funding arrangement:

Eastleigh and Test Valley South Primary Care Trust  
Hampshire Constabulary  
Hampshire County Council  
Mid Hampshire Primary Care Trust  
Test Valley Borough Council  
Testway Housing  
Winchester and Eastleigh Healthcare Trust