

Test Valley PARTNERSHIP



Notes of the Turnaround Implementation Group meeting
held on Wednesday 21 March 2007
at 2pm in the Board Room at Testway Housing Ltd

Present:

Dave Ball	Martin Jeffery
Janet Blann	Jean McLeod
Lorna Bradley (Minute Taker)	Emily Meadows
Brian Cowcher	Ange Moon
Verna Brown	Debbie Pike (Chairman)
Clive Graham	Sue Wilkes
Cllr Robin Hughes	

1 WELCOME AND APOLOGIES

ACTION

Debbie welcomed everyone to the meeting, and introductions were made round the room. Apologies were received from Alison Angell, Rob Carroll, Andy Chartres, Dawn Ellison, Jean Lannie, Charlotte Malyon, Kerry St John, Mike Wickenden and Marion Woods

2 MINUTES AND MATTERS ARISING FROM TURNAROUND IMPLEMENTATION GROUP MEETING – 14 DECEMBER 2006

The Minutes were agreed as a true record.

2.4 Action Point 7 – Shop

Brian Cowcher reported that a planning application had been submitted for the shop, and it was hoped that the shop would be open at the start of the summer holidays. Brian was going to contact all the organisations who had expressed an interest in using the shop. Consultation on the name and branding of the shop would be covered under the new Action Plan. Brian would include consultation with Club Alamein and the King Arthur's Hall Committee.

Brian

Brian

7 – Lottery Application

Janet Blann advised that due to the unrealistic timescales involved, an application for lottery funding would not be submitted at this time. However, Janet would offer to assist the

Janet

ACTION

King Arthur's Way Hall Committee with a funding application to improve the kitchen, and make two cupboards into a room. meeting

8-Membership of the Turnaround Implementation Group Debbie Pike advised that the Turnaround Steering Group had discussed membership of the Implementation Group and included details on the new Terms of Reference for both the Implementation and Steering Groups. Membership would be further refined as the Action Plan was developed.

3 MINUTES FROM TURNAROUND STEERING GROUP MEETING-8 MARCH 2007

The Minutes from the Steering Group had been attached for information only. Debbie reported that the Steering Group would continue to work up the brief for Kerry St John's future direction.

Councillor Robin Hughes confirmed that he was the nominated Alamein Councillor to sit on the Implementation Group, in the role of Community Advocate.

4 TERMS OF REFERENCE

- TURNAROUND STEERING GROUP
- TURNAROUND IMPLEMENTATION GROUP

Debbie gave the background of the project for the benefit of the new members of the Implementation Group, and highlighted that this is an evolving project. The Terms of Reference therefore are also likely to change over a period of time, but can be used as a point of reference.

5 ACTION PLAN

Debbie distributed the draft Action Plan that had come out of the half day on 26 January 2007. The Action Plan had also been linked with the Participatory Needs Analysis (PNA) and the Andover Vision document. The next phase would be to:

- Establish who would lead on particular projects
- Put in target dates
- Review the relevance of comments
- Add any missing projects
- Delete any actions that are not achievable
- Nominate one person as the co-ordinator under each theme

- heading
- Work up how to measure the success of the project overall (Implementation Group members to check within their own organisation what information could be collected)

ACTION

It was agreed that Lorna Bradley would distribute the Action Plan along with these Minutes, for all to review and advise as above. Information to be input to the Action Plan (please show in a different text colour for ease of reference) and e-mailed back to Lorna by 30 April 2007.

**Lorna
All**

The importance of the measurement of success was highlighted, and will be an agenda item for the next Steering Group. Janet queried whether the Implementation Group could use the quality of life indicators from Hampshire County Council. Brian agreed to find out from Penny Lane what information was available for the Borough. This also to be added to the next Steering Group agenda.

Janet

**Brian
Janet**

Brian agreed to discuss the employment theme with David Gleave to see if David could think of anyone to lead. Clive Grahams suggested that Andover Rotary Club could get involved with the employment theme. Clive to contact them.

Brian

Clive

Janet queried whether the Action Plan had been referenced with the draft Community Strategy. The Community Strategy is currently in draft. Brian agreed to talk to Mario Woods about feeding the Action Plan into the next Local Strategic Partnership Action Group for discussion.

Brian

Debbie advised that until the Action Plan had been worked up further, the Steering Group had agreed not to commission another community audit. Robin's assistance would be sought on the community audit in due course.

It was noted that Andover Vision does not have a budget, however the newly appointed Vision Manager did have a budget from which the Implementation Group could request funding.

6 FEEDBACK FROM THE NEIGHBOURHOOD ACTIVITY COORDINATOR

Janet reported that Kerry was focussing on the following projects: Teapot, Club Alamein, Youth Club (5-11 years) and a Mum's Group. In future, Kerry's report to the Steering Group

would also come to the Implementation Group (report attached).

ACTION

7 ANY OTHER BUSINESS

Andover-wide Youth Forum: Emily Meadows reported that a Steering Group of young people would be setting up an Andover-wide Youth Forum, which would be promoted in Andover High Street on 7 May. The Youth Forum would be for 13-19 year olds, though consultation would also take place with 11-12 year olds.

Targeted Youth Support: The pilot of this project is currently being rolled out in the Alamein Ward. Emily reported that Common Assessment Framework Assessments had been undertaken with 6 young people. All agencies are welcome to participate in this project, and may be asked to attend in due course. Emily would be happy to discuss the project in more detail, on request.

Andover Vision Manager: Andover Vision Manager to be invited to the next meeting.

Lorna

8 FUTURE MEETING DATES

Steering Group: 14 May 2007, 2pm, Testway House (in person)

Implementation Group: 24 May 2007, 10.30am, Testway House