

The notes of the Turnaround Project Steering Group meeting that was held on
Thursday 10 July 2008
at 2pm in the Conference Room at Testway Housing Ltd

Present: Dave Ball – Testway Housing
Brian Cowcher (Acting Chairman) – TVBC
Dawn Elson – TVCS
Clive Graham – Andover Family Learning
Martin Jeffery – Hampshire Police
Mike Wickenden – HCC
Lorna Bradley (Minute Taker)

1 WELCOME AND APOLOGIES

ACTION

Apologies were received from Janet Blann (Dawn Elson deputised), Debbie Pike (Dave Ball deputised) and Rob Carroll.

2 MINUTES AND MATTERS ARISING FROM TURNAROUND PROJECT STEERING GROUP HELD ON 8 MAY 2008

The minutes from 8 May 2008 were approved as an accurate record of the meeting.

2 Youth Group

Mike advised that Janet had raised her concerns about the Youth Group and she and Mike had talked about the policy and health and safety.

2 Communication Between Agencies

Brian noted that strengthening the communication link between agencies was an ongoing process.

3 Future Funding

Clive confirmed that Janet had approached Kim Francis to explore funding opportunities.

7 Community Association

Dave advised that there had been no interest from the Active Learning for Residents participants in joining the Community Association.

3 PROJECT REPORT

Mags' report had already been circulated. Dawn updated on recent attendance figures and advised that over 3 days – 67 children had participated, and 9 parents. Dawn added:

- ClubAlameinrelaunchhadbeenverysuccessful
- BeyondHorizonseventwasplannedfor16July
- Mags is working with Testway PR on a postcard for the summeractivities
- Media4community project is to be postponed due to high costimplications
- The summer activities programme means that there is something planned for almost every day through the summerholiday

TheSteeringGroupcommendedMagsonherworktoday.

4 FUTURE FUNDING/STAFFING OF TURNAROUND PROJECT

The budget for the Play Strategy Co-ordinator and the report were briefly reviewed. budget

Clive raised the possibility of extended hours for Mag to discuss with Janet for an update. s. Dawn

Dawn/Janet

Brian summarised that the Turnaround Project continues to be a major project in the area, based on contributions from several statutory agencies and Testway.

Askalot Worker

The job description had been completed. The Service Level Agreement had been drafted and passed to TVCS, as TVCS would be the employer. Dawn asked that Brian re-send mail, then Dawn would place an advert, subject to the TVCS Chair approving it. I

Brian/Dawn

5 SHOP UPDATE

It was noted that summer holiday cover would be an issue for the shop opening. Marianne Piggan was contacting all organisations to flag this, and Brian also asked for all organisations to put in the support required to keep the shop open on the advertised days.

All

It was noted that Age Concern had only attended the shop so far.

Dave advised there had been a health and safety issue incident, where a stepfather had tried to remove each child from the

shop.

Brian would contact the Planning department again to get advice about the shop sign.

Brian

There had been a water leak in the shop which had damaged some ceiling tiles and a computer. All damage had now been rectified.

6 EVERYBODY ONLINE (EOL) PROJECT UPDATE

Debbie had invited Heidi Lloyd to attend the Turnaround Steering Group. Heidi was unable to attend today's meeting, and hadn't yet confirmed whether she would attend future Steering Group meetings.

A detailed report on EOL had already been circulated.

7 COMMUNITY AUDIT

There was nothing to update.

8 ACTION PLAN UPDATE

The draft revised Action Plan was reviewed. A fantastic number of projects are being delivered, and it showed the amount of work that was going on. However, it was agreed to send back out to the Action Plan Co-ordinators, for them to remove some of the contextual information (to be archived). The aim was to reduce the size of the Action Plan by half.

A revised template was discussed, and it was agreed to remove the impact and progress columns. Lorna would take one of the themes, and draft in the new format so that Action Plan Co-ordinators could use that as a template.

**Lorna
Co-ordinators**

Action Plan Co-ordinators would then report by exception only to the Turnaround Implementation Group. This would be a maximum of 5 minutes per Co-ordinator.

It was agreed that an annual report on the Turnaround Project should be created (comprising 1 side of A4 from each Action Plan Co-ordinator, summarising achievements over the past year). This should be done around June/July each year, as progress against LAA indicators would be known by then. Marie Spanswick to add to the Communication Plan. Each

**Marie
Spanswick**

organisation could then use this report as an update to their own organisation.

9 ALAMEINCOMMUNITYASSOCIATION

Mike reported that Margaret Inness had not resigned from the Alamein Community Association. The Community Association had organised a litter pick, and were looking at the possible addition of another Trustee.

10 ANYOTHERBUSINESS

Additional Members of Turnaround Implementation Group - James Moody, Partnership Manager at TVBC, and Councillor Robin Hughes (as a representative of the Alamein Community Association) had been invited to join the Turnaround Implementation Group.

11 DATEOFNEXTMEETING

11 September 2008, 2pm at Testway House

Meeting closed at 2.50pm