

# **Project development and management training**

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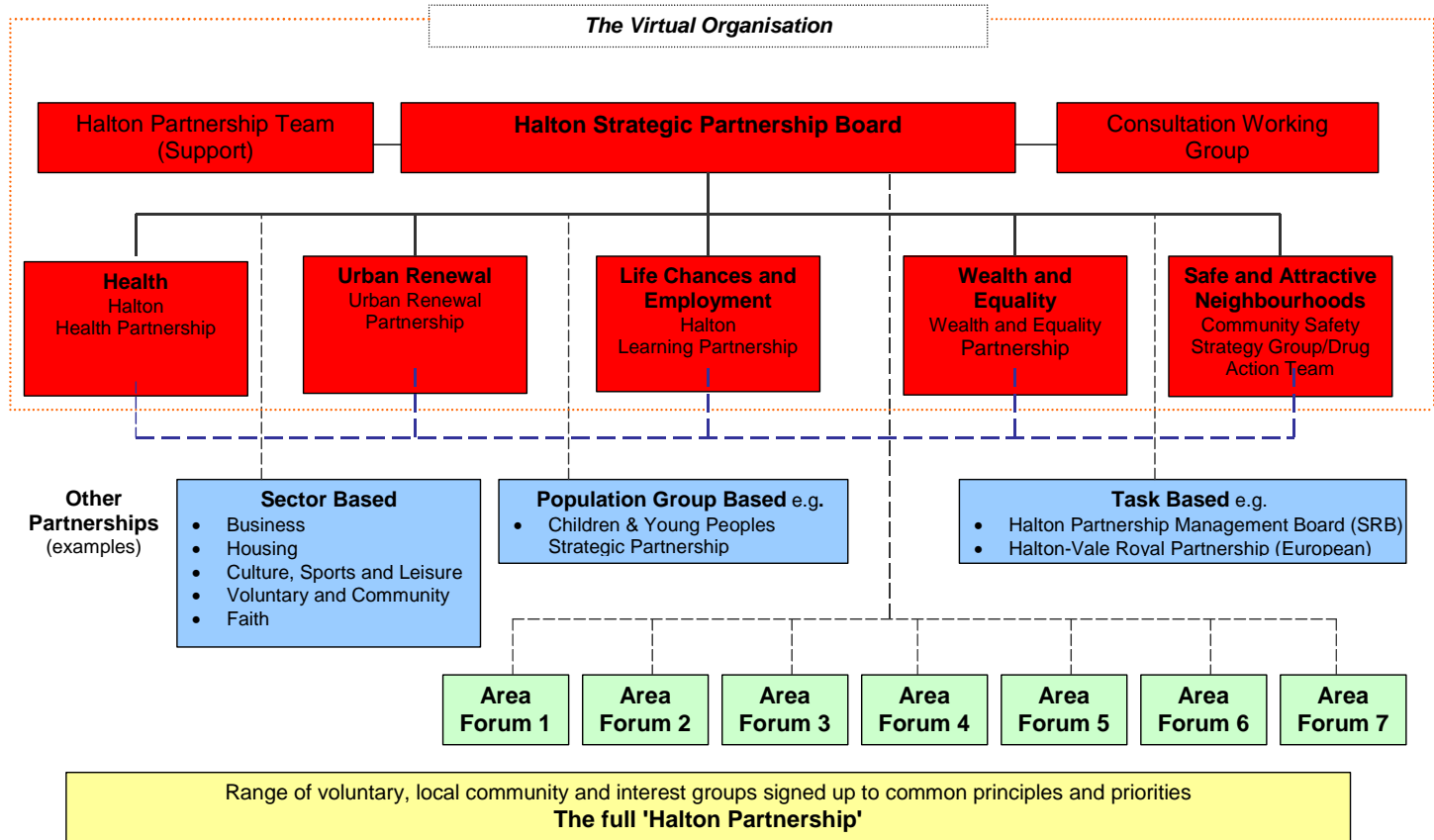
# Background

- Statutory duty introduced to produce Community Strategy
- Guidance published on establishing local strategic partnerships
- National Strategy for Neighbourhood Renewal published

# Halton's partnership

- Halton Strategic Partnership Board
- Formed in April 2001
- Members from public, private and community/voluntary sectors
- Part of the overall Halton Strategic Partnership

# Partnership structure



# Health Partnership

- Membership from Halton Borough Council, NHS, and community/voluntary sector
- Works on health strategy; specific role in relation to Halton Strategic Partnership
- Strong link to Health Study activity

# Commissioning

- Specialist Strategic Partnerships commission work to meet aims and objectives
- Work within Halton Strategic Partnership's Commissioning Framework

# Service Agreement

- Provides basis for monitoring and evaluation projects
- Approved by relevant Specialist Strategic Partnership

# 1: project details

- Use the **same name** for a project throughout to avoid confusion
- State which priority, key objective(s), and improvement target(s) the project **directly relates** to

# 2: project information

- Provide **evidence of need** for the project
- Give a **thorough description** of the proposed activities

# 2: project information

- State what the project provides that is **additional** to current provision
- Describe how the project will work with **partner organisations**
- Detail how the work of the project will be **sustained**

# Evidence of need

- **Evidence of need** – include information from **statistical reports** and **consultation** with the public/stakeholders
- Focus on Halton's needs

# Sustainability

- Crucial to long term impact and change
- Must be worked on from the outset
- Should include several options
- Risk management

# 3: project performance

- List milestones during the year
- Provide clear descriptions of the project's outputs and outcomes
- Ensure strong link to Specialist Strategic Partnership's objectives
- State how these will be evidenced and monitored

# Outputs and outcomes

- **Outputs** – the direct result of your work, e.g. the number of learners on a training course
- **Outcomes** – the result of the outputs, e.g. an increased percentage of the population with a certain level of qualification

# 4: project finance

- Give details of the project's expenditure and funding over the lifetime of the project and the first year
- Provide a breakdown for items of expenditure of more than £5,000

# Approval

- The form must be completed in full and signed by the correct person(s)
- Each Service Agreement must be approved by the relevant Specialist Strategic Partnership

# Contact details

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