



# PROJECT MANAGEMENT

---

## Project Overview Document

**Project Title:** U-Choose Card

**Project Sponsor (Committee and Officers):** Full Council (C&E Committee), Tor Warburton & Nikki Barber

**Project Manager:** Nikki Barber

**Town Council Officer (if appropriate):** Nikki Barber– Officer

**Why are you doing this project:**

To support young people aged 11–16 in accessing fun, social, and safe activities during school holidays, hosted within venues that promote health, wellbeing, and entertainment. This initiative aims to alleviate the financial pressures faced by young families in Andover during school breaks, ensuring that children and teenagers have access to stimulating and affordable opportunities for engagement and enjoyment.

**What are you trying to achieve:**

- To help reduce antisocial behaviour in Andover, which tends to rise during school holidays when young people are not engaged in structured activities.
- To promote physical activity and support the development of confidence and social skills among young people.
- To ensure that young people have at least one enjoyable and meaningful activity to look forward to each week during school holidays.
- To ease the financial burden on families by providing accessible and affordable opportunities for their children to participate in positive experiences.

**Who else will be involved:**

Andover Leisure Centre, Riverside Bowl, and Odeon Cinema (pending their involvement)

**Assumptions and Constraints:**

- It is assumed that distribution of activity cards will be facilitated through local schools.
- Parents will be invited to contribute a £5 donation to receive a card for their child.
- Pupils eligible for Pupil Premium Funding (PPF) may request that their school purchase the card on their behalf using allocated PPF resources.
- A potential constraint is the level of parental engagement required to activate a temporary membership at the leisure centre, which may limit access for some young people.



# PROJECT MANAGEMENT

**Start date and estimated finish date:** Easter holiday 2026 is the proposed time for the pilot scheme to run.

**Resources Required:**

**Officer Time:** Approximately 25 hours in total, including:

- Initial setup and coordination of the programme.
- Post-holiday evaluation and reporting to Council members.

**Venue Staff Time:** Required to manage the booking process and oversee the check-in and supervision of young people during activities.

**Licences needed:** n/a

**Permissions required:** n/a

**Pilot Scheme Funding Summary – Easter 2026**

- **Total Cost of 2-Week Pilot:** £3,009.79 – if all cards are used and all activities accessed.
- **Income Potential:** If all 300 activity cards are purchased at £5 each, Andover Town Council (ATC) will generate £1,500 in contributions.
- **Future Provision Support:** The £1,500 raised can be reinvested into activity provision for the next school holiday period.
- **Payment Process:** ATC will reimburse participating venues for activities delivered, following the conclusion of the Easter half-term.

**Andover Town Council budget available and what cost centre:** Youth provision budget set aside and currently unspent and no earmarks against funds currently.

**Outside Funding needed:** No

**Reports to Committee:** Full Council via Community and Events Working Group.

Signed: \_\_\_\_\_ Project Manager \_\_\_\_\_ Date

Signed: \_\_\_\_\_ Town Clerk \_\_\_\_\_ Date