



Agenda Item No:4

Minutes of the Avonmouth and Kingsweston
Neighbourhood Partnership
Monday 8th December 2014 at 7.00pm

Venue: Shirehampton Public Hall

Councillors present:

Councillors Wayne Harvey and Matt Melias (Avonmouth Ward)
Councillors Tim Leaman and Jason Budd (Kingsweston Ward)

Resident members

John Bees (Chair), Dave Trivitt, Ann Green (Shirehampton)
Mark Pepper, Val Pospischil (Lawrence Weston)
Alv Hirst (Avonmouth), David Thomas, Val Jenkins (Shirehampton)

Officers:

Keith Houghton (NP Co-ordinator), Patricia Jones (Democratic Services Officer), Di Robinson (Service Director – Neighbourhoods & Communities), Mark Runacres (Avon and Somerset Police)

Other attendees:

John Muse (resident), Roger Sabido (resident), Jackie Trivitt (resident), Helen Bone (Vivid Regeneration), Cerianne Thorneycroft, Teresa Cox, Geoff Waters, I K Dubber, Emma Williams (Bristol 2015 Neighbourhood Arts Programme Manager)

1. Welcome and introductions

Introductions were made.

2. Apologies for absence

Apologies were received from Gil Osman, Renee Slater, Jenny Winfield, and Timothy Scott.

3. Neighbourhood Partnership Chairing Arrangements and Appointment of the Neighbourhood Partnership Chair

The Neighbourhood Partnership considered the recommendations of the task group set up to formalise the NP's chairing arrangements and appointment process.

It was noted that John Bees remained exceptionally interested in the work of the NP and would be willing to act as Chair for the remainder of the year, however he would not stand as a candidate next year. He suggested that the NP would benefit from an active Chair that would facilitate the work of the NP moving forward. It was recognised that the NP could usefully look at the areas of development and work streams identified by the task group, set out at paragraph 4 of the report.

Thanks were extended to David Thomas, Mark Pepper and the NP Co-ordinator for their input.

The NEIGHBOURHOOD PARTNERSHIP AGREED that :-

- 1. John Bees would remain Chair of the NP until the next AGM in 2015.**
- 2. The nomination and appointment process set out in Appendices 1 and 2 would be adopted by the NP with effect from the 2015/16 municipal year.**
- 3. At a later date, consideration would be given to the suggested areas for development and work streams set out in paragraph 4 of the report and how they can usefully be taken forward.**

4. Minutes of the meeting held on the 24th September 2014

The NEIGHBOURHOOD PARTNERSHIP AGREED that the minutes of the meeting held on 24th September 2014 be confirmed as a correct record and signed by the Chair.

5. Matters Arising

The NP coordinator provided an update on the actions emerging from the last meeting set out in detail at page 20 of the papers.

Specific attention was drawn to the following: -

- A meeting of the Traffic/Transport Sub-Group (agreed at the September NP meeting) which would take place in January 2015.
- A meeting with Ash Bearman, SCAF's Community Development Officer, had been arranged for 15th December 2014 to discuss future funding options.
- The current budget "carry forward" provisions. The NP Co-ordinator confirmed that unallocated funding from 2014/15 budgets could be carried forward **providing that their allocation to future priorities was included in the NP Plan.**
- NP Review - dates for the Equalities training and Citywide NP Event would be discussed later in the meeting.
- It was clarified that the CIL contribution for Lamplighters Marsh referred to at page 22, was a Section 106 contribution. It was reported that £123,973 of Section 106 money was still available to be spent on Lamplighters Marsh and discussions with the local community would take place to decide how this should be spent. There was no time limit on this money.
- Updates on the meetings relating to the Green Capital Fund Programme and Parks maintenance were available in a later report.
- The Learning Partnership West Youth Links Case Studies provided at Appendix 2 were noted.

6. Declarations of Interest

Item 11b (Wellbeing & Green Capital & Devolved Services)- David Thomas and Val Jenkins (SCAF) and Mark Pepper (Ambition Lawrence Weston) declared interests as trustees of their organisations in connection with the Green Capital grant recommendations.

7. Public forum

There was none.

8. Introducing BCC's Libraries for the Future Conversation

The Service Director Neighbourhoods and Communities gave a detailed presentation on the future of the library service and the on-going consultation process (ending 2nd February 2015).

The following key issues were raised/discussed: -

- Financial constraints and low take-up of the service had led to a national debate on the future of libraries. The relevance of the service and how it should look going forward was fundamental to discussions – what was important to the community? How can it be made a better community space? How can disengaged communities be captured?
- Creativity and fresh ideas were needed to offset what might be lost by the 20% reduction of the current budget (£1.1 million).
- Between 6%-15% of the city's population were using libraries. Attention was drawn to the on-line survey and best practice ideas to increase usage. Face to face work was also underway and specific groups were being targeted in an effort to promote discussion.
- When the consultation ends, the feedback would be used to shape option based proposals which would be discussed at Cabinet in March 2015. If agreed, these models would be formally consulted on until May, with the final plan for the library service agreed by Cabinet in June 2015.
- It was agreed that an evening consultation session would be arranged at Shirehampton Library if possible. It was suggested that 3 separate sessions were required for the Sea Mills area on the basis that the community was effectively split into 3 areas. It was agreed that this would be explored.
- There was concern that ultimately the service provided would vary across the city on the basis that some communities were more likely to engage in the consultation process than others. The Service Director assured the NP that there would be a

universal offer across the city tailored to the needs of the individual communities. Areas of disadvantage would get the best service the council could deliver.

- the issue at Sea Mills Library concerning the heating system/staff training would be picked up.
- It was reported that part of the plans for the Lawrence Weston Hub included a library in the reception area of the building to capture as many people as possible. There would be opportunities for volunteers and this would add value to the project.
- It was clarified that the authority had a statutory requirement to “provide a comprehensive and effective library service”. It was the authority’s responsibility to interpret and implement this based on city-wide needs. A reasonable distance to travel was understood to be 2 miles.
- Reference was made to the satellite provision at Ridingleaze Customer Service Point, which was put in place following the closure of Lawrence Weston Library. The Service Director agreed that this needed to be addressed.
- The NP discussed the current budget of £5.5 million and the comparatively low running costs of the service as against other services. It was reported that the biggest spend of the budget was staffing costs. Reference was made to the considerable cost of running Central Library.

The NEIGHBOURHOOD PARTNERSHIP AGREED that:-

1. Consultation sessions should be arranged as follows where possible:-

- **Shirehampton Library in the evening**
- **3 separate sessions for the Sea Mills area.**

Action-KH to Library service

2. The issue at Sea Mills Library concerning the heating system/staff training would be picked up.

Action – KH to Library service

3. The current satellite provision at Ridingleaze Customer Service Point would be addressed as part of the review.

9. Coastal Communities Bid: Update and Potential Benefits on Avonmouth and Kingsweston Communities

Alv Hirst, the Centre Manager, Avonmouth Community Centre Association introduced the report and provided an overview of the work being undertaken with South Gloucestershire Council to develop a funding bid to the Coastal Communities Fund. This was a Stage 2 bid, having successfully completed the Stage 1 application process.

Key points raised/noted in the discussion included the following:

- The funding bid was for £1.2 million and its focus was around the development of a strong business network and creating employment opportunities. It has reached the assessment stage and a decision was expected in February 2015.
- Part of the strategy was to ensure the scheme was quickly deliverable, and included a new shuttle bus service and safe cycle route into the Port of Bristol and industrial estates to improve transport links and assist with travel to local jobs. New employment hubs with IT suites were also planned in Avonmouth and Lawrence Weston, run by a network manager who would liaise with local companies and establish their needs to enable training to be focussed accordingly.
- The different elements of the project would be sustained beyond the Coastal Communities funding as follows:

Cycle routes: will be maintained as a regular part of Bristol City Council's network

Bus shuttle service: It was anticipated that it will be financially self-sustaining within 5 years.

Employment hubs: More grant funding would be needed at the end of the 2 year term, however it was hoped that local businesses would be prepared to make a financial contribution given the associated benefits of the strategy.

- It was noted that South Gloucestershire was the accountable body for this bid, not Bristol City Council. This arrangement was agreed because Bristol City Council was unable to get the Stage 1 bid signed off. Knightstone Housing, the Port and Ambition Lawrence Weston all provided funding to support the initial work on the Stage 1 bid.

In conclusion, thanks were extended to all involved and it was agreed that support for the strategy should be included in the Neighbourhood Plan.

The NEIGHBOURHOOD PARTNERSHIP AGREED :

- 1. To note the report.**
- 2. To support the Coastal Communities Bid in the Neighbourhood Plan – Action KH**

10. Lawrence Weston College Site and the Community Hub: Update

Helen Bone and Cerianne Thorneycroft provided a detailed presentation on the plans for a Community Hub building on the Lawrence Weston College Site.

Below is a summary of the key issues and the discussion that followed: -

- There had been a positive response to the marketing of the site, including a food operator and a housing developer. The Community Hub would be located on a portion of the site set aside for this specific purpose, and anchor tenants would include a GP practice, pharmacy, library and clinical services. Space to accommodate other paying tenants would also be available.
- It was anticipated that planning permission would be granted by March 2015. In the meantime, visits to existing centres in London had been made to look at examples of best practice

and a period of intense consultation was now underway – 9th December (Juicy Blitz Café, Ridingleaze) and other open consultation events were coming up. A planning meeting was scheduled to take place on 18th December at Lawrence Weston Youth Club. It was noted that both Helen and Cerianne were available to talk through the first set of options in detail.

- £3 million in funding needed to be raised and it was agreed that insofar as possible, the financial benefits of the scheme should remain in Lawrence Weston. A bid for £500,000 in Lottery funding had been made and it was hoped that BCC would commit a proportion of the capital receipt from the sale of the site into the new building.
- A sustainable approach to the scheme was key to achieving a low energy building with low running costs. The housing element of the scheme would include 30% affordable housing.
- Based on the experience of existing centres/hubs, sufficient land needed to be set aside for a second phase. This would enable the hub to extend and create employment space, allowing other organisations and businesses to join the hub as it developed.
- There was general agreement that planning for the future was vital, taking into account the growing population and increasing demand for services. It was also recognised that this was an opportunity to resolve Disabled access arrangements which had fallen below an acceptable level in some areas. This would require the appropriate investment.

In conclusion, there was general agreement that this was a viable model with potential for the future. Thanks were extended to the councillors who had assisted with the development of the project.

The NEIGHBOURHOOD PARTNERSHIP AGREED to note the current position.

11. Wellbeing Report

(Note: this item was Chaired by Cllr Budd and applications were determined by the Neighbourhood Committee)

Councillor Budd introduced the report and invited the NP to note the Wellbeing funding balance of £12,115. Approval was then sought for the following applications circulated in advance of the meeting and accompanied by the recommendations made by the Wellbeing Sub-Group: -

- Forest of Avon Trust - £1,000
- Bristol Noise (Lawrence Weston and Shirehampton) - £500
- Bristol Noise (Sea Mills) - £500
- Ambition Lawrence Weston - £2,306
- St Edith's Community Church - £750

Following discussion, on being put to the vote (unanimous unless otherwise indicated): -

The NEIGHBOURHOOD COMMITTEE RESOLVED:-

- 1. That the balance of the Wellbeing Fund and spend to date be noted.**
 - 2. That the application from Forest of Avon Trust for £1000 be approved as recommended.**
 - 3. That the application from Bristol Noise for £500 be approved as recommended (*LW and Shirehampton*)**
 - 4. That the application from Bristol Noise for £500 be approved as recommended (*Sea Mills*)**
 - 5. That the application from Ambition Lawrence Weston for £2,306 be approved as recommended.**
 - 6. That the application from St Edyth's Community Church for £750 be approved as recommended.**
- Action - KH to administer**

A request was made that Grant application deadlines should not be set for Fridays but Mondays in order to give small community organisations the weekend to complete applications. The NP Co-ordinator explained that he needs to Friday deadline for the next round in order to fit into the assessment timescales inherited for 2014/15. But that this request will be taken up in the Grants round timetables set for 2015/2016

Green Capital Applications *(NP decision)*

The NP considered the summary of current applications at page 38 and the funding recommendations from the Assessment meeting held on 18th November 2014, totalling £10,000: -

- Forest of Avon Trust - £2,000
- Ambition LW - £1,694
- SCAF - £2,950
- Oasis Hub - £1,256
- LitterARTI - £2,100 (**additional £1000 cost in budget assigned for lesson plans, management etc – only funding of £500 agreed*)

On being put to the vote: -

The NEIGHBOURHOOD PARTNERSHIP AGREED:-

1. The following five applications totalling £10,000 be approved for Green Capital Funding funding as recommended:-

Forest of Avon Trust - £2,000

Ambition LW - £1,694

SCAF - £2,950

Oasis Hub - £1,256

LitterARTI - £2,100

2. To note the deferred applications for Green Capital Funding listed at page 39.

(The NP Co-ordinator to establish if there is a conflict

between the bid from Avon Riding Centre and potentially similar work delivered by Lawrence Weston Community Farm) ACTION: KH.)

3. To note the likelihood of a further allocation of £10,000 to support Green Capital work and agreed the proposal to invite further applications by Friday 13th February 2015.

The NP Co-ordinator provided a brief summary of the remaining areas for noting/agreement as set out in paragraphs 3-9 of the report: -

The NEIGHBOURHOOD PARTNERSHIP AGREED:-

1. To approve the proposal to bring forward the deadline for the next round of Wellbeing and Green Capital applications to noon on Friday 13th February 2015.
2. To note that £1,859 in Community First Funding remained available to allocate in 2014/15 (as part of the initial allocation to the Avonmouth Ward of £33, 910)
3. To note the updates on NP Highways schemes and the intention of holding the Traffic/Transport Group on a date to be fixed in January 2015.
4. To note the updates on the Clean and Green Budget.
5. To note the Hallen Drive Play equipment and action to be taken to deliver the scheme.
6. To note the updates on S106 funds and schemes and the current CIL held by the NP at the end October 2014 *(It would be necessary to revisit the Parks Improvement Plan as part of the Neighbourhood Plan and a new CIL contribution takes the balance to £4,070)*

12. Neighbourhood Partnership Co-ordinator Report

The Neighbourhood Co-ordinator introduced his report and invited the NP to consider the recommendations set out at page 53.

The NEIGHBOURHOOD PARTNERSHIP AGREED :

- 1. The NP's new Code of Conduct would apply to all NP related meetings in future.**
- 2. That in future SCAF Community Safety meetings Community Safety meetings should be included as part of the Neighbourhood Forum feedback. The NP Co-ordinator agreed to pick this up with Ash Bearman on the 15th January 2015. Action - KH**
- 3. To note that discussions on the Grounds Maintenance contract would be delayed until in March 15 when the NP would be consulted on taking the new service moving forward.**
- 4. To note the monitoring of Air Quality in Avonmouth would be extended for a year.**
- 5. To note the draft meeting schedule at Appendix 2.**
- 6. That Equalities Training would take place on a date to be fixed week commencing 12th or 19th January 2015 (NP Co-ordinator to confirm the date with all members/ Groups. Action – KH)**
- 7. To note that the Boundary Commission's recommendations for revised ward boundaries would impact on the Avonmouth and Kingsweston NP (*Details to be circulated by the NP Co-ordinator, including information in hard copy for residents with no internet access*). Action- KH.**

- 8. That June 2015 be agreed at the preferred month for the elected Mayor's visit to the area.**
- 9. To note that Ann Hawker would attend the meeting at Brunel House on the 10th December to plan the city-wide NP event on the 7th February 2015. Action - AH**
- 10. The NP Co-ordinator to discuss the possibility of Andy Hollick continuing to work with the NP as a voluntary sector member following his resignation. Action - KH**
- 11. The proposed date changes set out page 60 be Approved - Avonmouth Forum to Thurs 12th Feb 2015 & NP pre-meeting to Monday 16th February 2015.**
- 12. The Henbury Loop letter drawn up by Henbury and Southmead NP and attached as Appendix 3 to the report be supported by the Avonmouth and Kingsweston NP. Action – KH.**

14. Date of next meeting

It was noted that the next NP meeting would be held on Wednesday 11th March 2015 at The Tithe Barn, Shirehampton.

(The meeting finished at 9.10pm)