



AGENDA ITEM NO. 9

FILWOOD, KNOWLE AND WINDMILL HILL NEIGHBOURHOOD PARTNERSHIP

8 January 2013

Report of: Kurt James, Neighbourhoods Department

Title: Area Coordinator Report for Information and Decision

Contact: 0117 908 4350/kurt.james@bristol.gov.uk

Recommendations

This report is from the Area Co-ordinator. It is for information and decision and Neighbourhood Partnership members are recommended to:

- 1. Note the Neighbourhood Partnership Action Tracker**
- 2. Note Neighbourhood Partnership Action Plan Update**
- 3. Note Neighbourhood Forum Meeting updates**
- 4. Note Neighbourhood Partnership Community Cohesion Workshop**
- 5. Note Employment and Enterprise Strategy**
- 6. Note Welfare Reform 2013 Update**
- 7. Note New South Bristol Youth Service Provider**
- 8. Note Mayor Elections Update**

1. Neighbourhood Partnership Action Tracker. See Appendix A.

Appendix a shows the status of the actions generated at the last Neighbourhood Partnership meeting and will be used to capture all partnership generated actions.

2. Neighbourhood Partnership Action Plan 2012-13. See Appendix B.

Following the 17 May 2012 Neighbourhood Partnership Action Plan meeting and conversations with partner agencies the attached action plan has been drawn up.

The Action Plan is a working document that can be added to or taken away from so that it can reflect partnership circumstances as they change over the course of the year. It is also designed to capture the aspirations of wards within the partnership and strategic aims and issues that we have control over.

As can be seen from the action plan update, the partnership is making progress on this year's actions.

3. Neighbourhood Forum Meeting Updates.

Knowle Neighbourhood Forum meeting 2 October 2012 at Knowle Community Centre. See Appendix C.

The following priorities were identified:

- Anti-social behaviour at Redcatch Park - this is occurring in the evenings and over the weekends
- Anti-social behaviour Ilminster Avenue

Filwood Neighbourhood Forum meeting 7 November 2012 at Knowle West Health Park. See Appendix D.

The following priorities were identified:

- Newquay Road/Torrington Avenue - Drug Dealing and Anti-Social Behaviour (All Times)
- Inns Court/Creswicke Road - Nuisance Motorbikes & Associated Anti-Social Behaviour (All times)

Windmill Hill Neighbourhood Forum meeting 10 December 2012 at Broadplain Rugby Club.

- Parking on the Pavement on St John's Lane

Neighbourhood Escalated Action Plans

Filwood

Drugs Plan – (Lead – PS Sweeting)

The Mede and Inns Court

Future Neighbourhood Forum Meetings:

Ward	Meeting Date & Time	Venue
Knowle	11 January 2013 7 pm to 9 pm	Redcatch Community Centre

Filwood	6 February 2013 7 pm to 9 pm	Knowle West Health Park
Windmill Hill	4 March 2013 7 pm to 9 pm	Victoria Park Bowling Club

4. Community Cohesion Workshop and Training

Bristol City Council is offering to run a 3-hour Community Cohesion Workshop and training session for members of the Neighbourhood Partnership.

The session will be held in February 2013 with a date to be confirmed.

5. Employment and Enterprise Strategy Draft Executive Summary and Implementation Plan. See Appendix E.

Bristol City Council has created an Employment and Enterprise strategy as part of Bristol's response to the impact of welfare reform. This strategy contains actions designed to generate jobs growth and improve access to jobs for disadvantaged groups.

Filwood, Knowle and Windmill Hill Neighbourhood Partnership has been identified as one of 5 partnerships that will need a special focus within the strategy which will bring additional support to the area from April 2013.

Attached as an appendix is the draft Employment and Enterprise Strategy Executive Summary and Implementation Plan. It is hoped that the strategy will be finalised by the end of January and agreed for implementation starting April 2013.

6. Welfare Reform 2013 Update. See Appendix F.

From April 2013 the following Welfare Reforms will start to affect people:

Benefit Cap - adults will be limited to a combined total of benefits of £350 per week for single people and £500 for couples. There will be some exemptions to this such as people who are receiving a War Pension.

Under Occupation of Housing - council and housing association tenants will receive less housing benefit if they are living in a property that is larger than they need. Children will not necessarily be allowed a room all to themselves. This will mean some residents needing to move to a smaller property, although there may not be enough properties in Bristol to accommodate this change. Residents with spare rooms can rent out a room in their home, however if they charge more than £20 it will affect their benefits.

Non-Dependant Deductions - anyone over 18 who lives with you will result in

a deduction being taken from your housing and council tax benefits. The amount varies depending on the non-dependants employment status, the benefits they are receiving or the amount of income they receive.

Universal Credit - this is a single payment made to working aged people to replace Income Support, income based Jobseekers Allowance, income related Employment and Support Allowance, Housing Benefit, Working Tax Credit and Child Tax Credit. Universal Credit will be capped at £350 per week for single people and £500 for couples. Universal credit is to be paid monthly in arrears in most cases and payments will be paid directly to the recipient. This means that they will be responsible for budgeting for and prioritising their rent.

The move to Universal Credit will happen over a period of years starting October 2013 in some areas, although the start date has not been announced for Bristol.

Universal Credit will be digital by default, meaning that most of the access to Universal Credit, such as making a claim and managing payments, will be done using an online account. In exceptional circumstances the DWP will help people manage their universal credit differently.

7. New South Bristol Youth Service Provider. See Appendix G .

A consortium made up of Learning Partnership West, 1625 Independent People, Barnardo's, Rehab Jobfit, and TBG Learning are provisionally awarded the contract to deliver youth services across the North, North Central, Inner City, South East and South West areas Bristol.

They will deliver up-to-date, joined up services for children and young people aged 8 to 19, outside school. Their provision will include youth and play services, advice and guidance, and support to help young people volunteer and get involved in their community. The provision will be high quality, designed to meet the needs of children and young people in local communities, and targeted towards at those with most need.

Decommissioning of existing youth service

Current youth service funding arrangements will cease in order to ensure a smooth transition to the new services. Those providers who are meeting current requirements and deliver services within the scope of the proposed arrangements have been offered transitional funding. A condition of this funding will be that existing providers work with the council to ensure a well-managed end to contracts and that they work constructively with new providers.

It is expected that the successful providers are likely to sub-contract some

services and to draw on the expertise of local providers in this way.

Next steps

The intention is that new arrangements will be in place by the end of January 2013, with plans in place by then to implement the transition to new arrangements, particularly in relation to staff transfers and premises.

The Neighbourhood Partnership will be invited to meet the new providers in January 2013.

8. Mayor Elections

George Ferguson was elected Mayor of Bristol on 15 November 2012. He has pledged to work closely with Neighbourhood Partnerships and has held his first Cabinet meeting at the Park, which is in this partnership area.

Filwood, Knowle and Windmill Hill Neighbourhood Partnership ACTION TRACKER 2012-2013

This action tracker is part of the performance management framework for Neighbourhood Partnerships. Its purpose is to monitor actions agreed at the NP - they are completed and the outcome is reported back to the NP in the agreed or reasonable time.


APPENDIX (9) A

	Date of NP	Action	Amount of money committed £	Is this action a devolved budget / service decision?	Does the action progress the NP action plan?	Does the action progress the Equality Duty?	To be completed by (person and date)	Who generated the action? Cllrs/other NP members/public	Date completed	Completed within the agreed timescale Yes/no?	Outcome Reported to NP	Date reported to NP
1	12.06.12	AC to request an update on the Microasphalt Programme in Pylle Hill Crescent		Yes	Yes	No	AC 25.09.12	Cllr	12.07.12	Yes	No	12.07.12 (relevant councillor)
2	12.06.12	The AC to circulate the correct Highways Annual Business Report information		Yes	Yes	No	AC 25.09.12	Cllr	14.06.12	Yes	Yes	14.06.12
3	12.06.12	Richard Gwyn to request an update on timescales involved for the Repair to the Notice Board, Marksbury Road Open Space		Yes	Yes	No	Richard Gwyn 25.09.12	Cllr	13.06.12	Yes	Yes	13.06.12
4	12.06.12	Matthew Kendall to provide a summary of the predicted impact of the changes in Welfare Reform and Localized Taxation Support in Filwood, Knowle and Windmill Hill		No	No	Yes	Matthew Kendall 25.09.12	Cllr	27.07.12	Yes	Sent to Democratic Services for distribution to NP members	25.09.12
5	12.06.12	Richard Gwyn to liaise with May Gurney over the correct process for disposal of non-recyclables		No	No	No	Richard Gwyn 25.09.12	NP Member	23.07.12	Yes	No	25.09.12
6	12.06.12	Jobs for Community Payback to be listed upfront for the forthcoming year		No	Yes	No	Richard Gwyn 25.09.12	Cllr	27.07.09	Yes	Yes	25.09.12
7	12.06.12	That the effectiveness of		No	Yes	No	Richard	Cllr		Yes	No. Agreement reached to	25.09.12

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		the changed Community Payback Financial Contribution be assessed after 12 months					Fletcher 12.06.13				evaluated change to service, and evaluation will take place towards then end of the financial year. NP Community Payback jobs to be reported to NP	
8	12.06.12	The AC to add Perrets Park to the <i>Improving Parks and Green Spaces and Environment</i> section of the Action Plan		Yes	Yes	No	AC 25.09.12	Cllr	13.06.12	Yes	Yes	13.06.12 (relevant councillor)
9	12.06.12	The AC to ensure Councilors receive a copy of the Knowledge Community Newsletter		Yes	Yes	No	AC 25.09.12	Cllr	14.06.12	Yes	14.06.12	14.06.12 (relevant councillor)
10	25.09.12	Action – The AC to ensure that Matthew Kendall liaise with the Filwood Ward Cllrs.		No	No	Yes	8.01.13	Cllr	08.10.12	No	Yes. Cllrs report that contact has not been made.	08.10.12
11	25.09.12	That the traffic light phasing should be altered during peak hours to enhance traffic flow;		Yes	Yes	No	30.06.13	Cllr	Email sent to JD/NT/TB /AC 11.10.12	Yes	Traffic light phasing change agreed	08.01.13
12	25.09.12	That St Martin Road be monitored for a period of six months prior to further resident consultation and an update provided to the Neighbourhood Partnership;		Yes	Yes	No	30.06.13	Cllr	Email sent to JD/NT/TB /AC 11.10.12	Yes	Agreement reached with Highways on monitoring period	08.01.13
13	25.09.12	That a letter be written and distributed to		Yes	Yes	Yes	30.10.12	Cllr	Email sent to JD/NT/TB /AC	Yes	Two letters sent to residents of St Martin's Road.	08.01.13

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		residents of St Martin's Road stating the NP decision.							11.10.12			
14	25.09.12	Action – Richard Gwyn to circulate the baseline street cleansing standards for each Ward to the NP Members.		Yes	Yes	No	8.01.13	Cllr	Action sent to RG 11.10.12	No	MG unable to provide this information at this time.	08.01.13
15	25.09.12	Action – The AC to investigate ways to advertise the reduced crime levels in the Filwood, Knowle and Windmill Hill Wards and report back to the next NP.		Yes	Yes	Yes	8.01.13	Public	24.09.12	Yes	Article submitted to the Knowledge community newsletter and sent to BCC Corporate Comms as a press release.	25.09.12
16	25.09.12	(2) That investigatory work should take place on the viability of cycle lanes on Broadwalk; this should consider the needs of pedestrians, motorists, cyclists and residents using Broadwalk.		No	Yes	Yes	8.01.13	Public	12.10.12	Yes	Project initiated with John Richfield and James Dowling Active Travel Grant to be applied for.	08.01.13
17	25.09.12	Action – AC to add 20mph consultation to the agenda for the January NP meeting.		No	Yes	Yes	8.01.13	Cllr	02.10.12	Yes	This will form part of the next NP agenda.	08.0.13
18	25.09.12	Action – The AC to circulate information on Wards not contributing towards Operation Biker before releasing funds.	£1,500	Yes	Yes	No	8.01.13	Cllr	11.10.12	Yes	Requested information circulated	11.10.12

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19	25.09.12	a) Hartcliffe Road A dip in the road had been reported – local Councillors agreed to investigate.		No	Yes	No	8.01.13	Other NP members	15.10.12	Yes	Issue submitted to BCC Issue will be resolved in new financial year.	08.01.13
20	25.09.12	Action – Judith Brown to circulate information to the NP (via the AC).		No	Yes	Yes	8.01.13	Other NP members	08.10.12	Yes	Information circulated as requested.	08.10.12

Summary

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	TOTAL 1 st April – 31 st March 2013
Number of actions	9	11			
Amount of funding committed	0	£1,500			
Number of actions completed within time	9	9			
Number of outcomes reported to NP	7	11			
Number of actions generated by Cllrs	6	7			
Number of actions generated by other NP members	1	2			
Number of actions generated by the public	0	2			
Number of actions relating to devolved budget decisions	5	6			
Number of actions relating to NP action plan	6	10			
Number of actions relating to equalities duty	1	6			

Using the action tracker

1. Once the notes of the NP meeting are agreed the DS will add all agreed actions to the action tracker. *(we need to decide if things like the devolved traffic schemes are an action each or one action)*
2. The action tracker will be sent to the relevant officers/person responsible for the action so they are aware the action is being monitored.
3. It will be presented to the NP twice a year – at the AGM (actions for the year) and in the autumn.

Filwood, Knowle and Windmill Hill Neighbourhood Partnership Action Plan 2012-13

	Priority/ Issue		Proposed Action	Who is responsible	Timescale	Measure / Monitoring	Update
1.	Reduce Crime, the Fear of Crime and Increase Community Confidence	1.1	Police to report on partnership efforts to reduce crime, including lower levels of crime, tackling ASB and the Drugs market twice each year.	Inspector Colin Salmon	2012-13	6 Monthly report given to NP 25 September 2012 and 12 March 2013	Community safety update given 25.09.12
		1.2	NP to agree the Community Safety Officer Delivery plan and ensure that all actions contained within it are achieved.	Lloyd Allen	2012-13	CSO Plan agreed 12 June 2012 CSO performance report given 12 March 2013	Plan agreed 12.06.12
		1.3	Progress no drinking zone covering Filwood, part of Knowle and Windmill Hill.	Inspector Colin Salmon	25 Sept 2012	No drinking zone implemented across the NP area	No drinking zone public consultation ends 28.12.12
2.	Raise Educational Aspirations	2.1	Deliver the Endeavour: Raising Aspirations Project (RAP) in Christ the King Primary School, Filwood with Ablaze and BCC CYPS.	Kurt James/Anne Peachey	25 Sept 2012	SLA signed between Christ the King and Ablaze to deliver RAP starting September 2012	SLA signed. Project started September 2012.
		2.2	Create an introduction to democracy project that can be delivered as a component of the Endeavour Raising Aspirations Project suitable for primary school age children	Kurt James	25 Sept 2012	Agreement reached with BCC to support an introduction to democracy project with delivery across 2012-13 academic year	Project started September 2012
3.	Raise Levels of Employment	3.1	BCC Economic Regeneration to produce half yearly job seeker statistics for the NP area;	Stephen Usmar	2012-13	Short report made available to the NP 25 September 2012 and 12 March 2013	Available statistics lag by up to a year making this action moot. Remove.
		3.2	BCC Economic Regeneration to hold one Job Fair in South Bristol.	Sarah Morrison	2012-13	1 Jobs Fair held in South Bristol	Jobs fair held 17.10.12 at Filwood Community Centre
4.	Improving Waste Management, Street Cleansing and Environment	4.1	NP to ensure that waste and street scene services are managed and delivered effectively, are responsive to local issues, and that the NP receives regular performance reports from May Gurney.	Richard Gwyn Sarah Howard	2012-13	May Gurney performance reports delivered 25 September 2012, 8 January 2013 and 12 March 2013 1 MG Community Steward	Verbal performance report at NP meeting
		4.2	NP to identify 3 priority waste and street projects for May Gurney, which includes addressing persistent bins on streets in Windmill Hill and Dog Fouling in Filwood.	Richard Gwyn Wayne Barlow	25 Sept 2012	1 Neighbourhood Plan produced including 3 agreed priority waste and street scene projects	NP Waste Action Plan produced. Work ongoing on WH bins and Dog fouling campaigns.
		4.3	NP to agree a gully cleansing plan for Windmill Hill with BCC Highways	Kurt James	25 Sept 2012	1 gully cleansing plan produced	New cleansing methodology.

	Priority/ Issue		Proposed Action	Who is responsible	Timescale	Measure / Monitoring	Update
5.	Improving Parks and Green Spaces and Environment	5.1	NP to ensure that all Parks and Green Spaces are well maintained, that the contractor, Quadron, is responsive to local issues, and that the NP receives regular performance reports from Quadron.	Richard Gwyn Quadron	2012-13	6 Monthly performance report given to NP 25 September 2012 and 12 March 2013	Meeting to discuss this on 17.12.12.
		5.2	NP to identify local projects that qualify for Clean and Green Devolved funding of £500 per ward – Filwood is one of 5 priority wards.	Richard Gwyn	2012-13	Full spend of £1500 achieved on Clean and Green budget by 31 March 2013	Ongoing.
		5.3	NP to put forward environmental projects to seek funding through the £19,000 Clean and Green Fund	Richard Gwyn	8 January 2013	Number of projects gaining funding through Clean and Green fund	7 Bids submitted, 4 successful, £4,865 raised, 26% of funds awarded.
		5.4	NP to identify projects for Community Payback.	Richard Gwyn	25 Sept 2012	List of Community Payback projects delivered	List of Community Payback jobs added to NP papers.
		5.5	NP to deliver all Area Green Space Plan priorities in receipt of funding 2012-13: <ul style="list-style-type: none"> • Salcombe Road Recreational Ground • Redcatch Park • Newquay Road Play Area • Marksbury Road Open Space • Perrets Park Path • Perrets Park Play Area • Filwood Broadway Play Area • Northern Slopes Gate 	Richard Gwyn John Knowlson	31 March 2013	Funding secured to deliver park improvement projects with one park improvement project started by 12 March 2013	Progress report tabled 8.12.12
6.	Improving Neighbourhood Management in the Partnership Area	6.1	NP to seek agreement between BCC Landlord Services and Housing Associations to coordinate and deliver a standardised Neighbourhood Management service in the NP area.	Kurt James	12 March 2013	1 meeting held between Landlord Services and Housing Associations to discuss NM	Ongoing.
		6.2	NP to ensure that Inns Court is treated as a Neighbourhood Management priority 2012-13.	Kurt James	2012-13	3 meetings held per annum to discuss Inns Court issues	Inns Court has featured on NDT action plan since January 2013 and been discussed at each CIP meeting.

	Priority/ Issue		Proposed Action	Who is responsible	Timescale	Measure / Monitoring	Update
		6.3	NP to hold twice yearly meetings with key services to bring a team approach to service delivery to Filwood, Knowle and Windmill Hill;	Kurt James	31 March 2013	2 meetings held in May and November 2012	Meeting held 17.05.12. No meeting in November due to political changes.
		6.4	Deliver a minimum of 4 Days of Action and/or Community Clean Ups	Neighbourhood Management Team	31 March 2013	4 Days of Action and/or Community Clean Ups	6 days of action delivered to 08.01.13
7.	Improve Health and Wellbeing	7.1	Public Health and its partners to deliver Health Improvement Plan with a focus on reducing the poorest health indicators and to update the NP on progress.	Gill Brookman	8 January 2013	Public Health to deliver 1 Health Improvement Plan update presentation to NP	Health Improvement Plan update to 8.01.12 NP
		7.2	Increase the number of residents volunteering in Filwood.	NDO Team	12 March 2013	1 volunteering campaign delivered	Ongoing
		7.3	Deliver a reducing isolation project for targeted at elderly residents of Filwood.	Filwood	31 March 2013	1 multi-agency action plan produced on reducing isolation	RSA 'Social Mirror' reducing isolation project steering group established. Project begins 2013.
8.	Spending Section 106 Funds	8.1	NP to ensure that good decisions are made on existing section 106 agreement funding including making timely decisions on funding agreements expiring in 2013.	NP	12 March 2013	Decision made on 2 section 106 agreements expiring April 2013	Virtual Community Centre agreed and Melvin Square bus shelter delivered.
9.	Planning and Development	9.1	NP to ensure that the Knowle West Regeneration Framework is completed	NP	12 March 2013	Completed Regeneration Framework presented to the NP	KWRF agreed by BCC Cabinet 4.10.12
		9.2	NP to ensure that land on Filwood Broadway is put on the market to start the regeneration of Filwood Broadway.	NP	25 Sept 2012	Developers brief published for site 1 on Filwood Broadway	Not done. Progress slower than expected.
		9.3	NP to ensure that a high quality park is delivered in the redevelopment of Filwood Park	NP	12 March 2013	HCA to deliver updated presentation to NP on Filwood Park.	Reserved matters submission published 11.12.12
		9.4	NP to ensure that suitable developers are selected for Kingswear and Torpoint development	NP	25 Sept 2012	Development partner selected for Kingswear and Torpoint.	HCA have decided on alternative development route for this site. Consultation on site plan ends 12.12.12

	Priority/ Issue		Proposed Action	Who is responsible	Timescale	Measure / Monitoring	Update
		9.5	NP to ensure that good community development principles underpin resident involvement in the Regeneration Framework as it moves forward.	NP	12 March 2013	NP agrees regeneration Community Development approach with Major Projects.	Community Development and community involvement written into KWRF
10.	Improving Highways, Traffic and Transport	10.1	Parking Services to provide enforcement plan for NP area.	Wayne Dewfall	25 Sept 2012	1 Parking enforcement plan made available to NP	Parking enforcement paper coming to NP meeting 25.09.12
		10.2	NP to ensure that agreed and residual Minor Traffic, Surface Dressing Schemes, and Lines and Signs are delivered on time and on budget and agree to receive regular progress updates, including a solution to pavement parking at Tesco, Axbridge Road, Knowle.	James Dowling	12 March 2013	Highways and Traffic update reports delivered 25 September 2012, 8 January 2013 and 12 March 2013	Traffic Report produced for 25.09.12 and 08.01.13 Transport bids submitted 31.07.12 1 successful, 2 on reserve list
		10.3	NP to ensure that it receives an update on the safer route to school for Redcatch Road/St John's Lane, Windmill Hill	Mike Baugh	8 January 2013	Highways and Traffic update report on Safer Routes delivered to 8 January 2013 NP	Funding secured 27.09.12
		10.4	Work with Brislington NP to improve the safety of Priory Road, Knowle and Talbot Road, Brislington, and ensure that tonnage limits are adhered to.	James Dowling	12 March 2013	Traffic management options developed for Priory/Talbot Roads.	Transport bids submitted 31.07.12 On funding reserve list 27.09.12
		10.5	NP to note potholes on Throgmorton Road and Creswicke Road, Filwood, and the need to prioritise Queenshill Road, School Road, Redlion Hill (Wells Road), Somerdale Avenue, St Agnes Avenue and Greenleaze for Minor Traffic Schemes.	James Dowling	12 March 2013	Roads listed added to Minor Traffic Schemes prioritisation list.	Transport bids submitted 31.07.12 Throgmorton and Creswicke to be resurfaced Jan-Feb 2013. Queenshill on funding reserve list.
		10.6	NP to ensure that there is clear signage to the South Bristol Hospital, which includes removing existing signage to the Knowle West Walk In Centre	James Dowling	25 Sept 2012	Signage to Knowle West Walk-In Centre removed.	Incomplete. Signs visible Melvin Sq, Wingfield, Daventry and Downton
		10.7	Ensure that the NP area has access to a good responsive Community Transport service	NDO Team	12 March 2013	1 NP wide Transport issues meeting held.	Community Transport strategy options out to consultation Feb 2013

	Priority/ Issue		Proposed Action	Who is responsible	Timescale	Measure / Monitoring	Update
		10.8	NP to support and encourage the introduction of 20 mph vehicle speed limits on residential streets in the NP area.	Ed Minihane	2012-13	Ed Minihane to provide NP with 1 update on 20 mph project progress.	NP area in phase 2 of 20 mph rollout. NP presentation 08.01.13
11.	Community Involvement and Communication	11.1	NP to significantly improve local residents knowledge of and engagement with the NP, Neighbourhood Forums, and residents ability to influence its decisions.	NDO Team	2012-13	1 Community Involvement and Communication plan produced	Communication Plan produced.
		11.2	NP commits to increase the Filwood voter turnout in the November 2012 Mayoral election from 9.9% (May 2012) to 20%.	Filwood	1 Dec 2012	1 multi-agency action plan produced for Filwood.	Knowledge articles published, Mayor for the Day project, Raising Aspirations work. 3% increase in voter turnout. 40% Christ the King yr 6 children (10 out of 25) said parents had voted.
		11.3	NP to increase the number of good news stories published and produced with a quarterly update on what has happened and what is coming up with regard to the NP.	NDO Team and partners	2012-13	1 Community Involvement and Communication plan produced	15 NP articles submitted to Knowledge July 2012 edition.
		11.4	NP to improve its local voluntary sector communication and engagement.	NDO Team	2012-13	1 Community Involvement and Communication plan produced	Communication Plan produced.
		11.5	NP to deliver a revamped Knowledge Community Newsletter that is better able to campaign within the existing Neighbourhood Management area.	Kurt James	25 Sept 2012	1 Knowledge workshop held. New design agreed.	Knowledge workshop held 10.05.12 and new design implemented.
12.	Equalities	12.1	NP to ensure that it delivers its duty on Equalities, and works towards eliminating discrimination, narrowing inequality and promoting good relationships.	NP	12 March 2013	1 NP Equalities Training session held.	Workshop to be held February 2013.

Knowle Neighbourhood Forum

Current public priorities

Agreed 2nd October 2012

1. Anti-social behaviour at Redcatch Park during evenings and weekends

Actions:

- Increase patrols both covert and overt
- Daily meetings with the park keeper
- Contact local Neighbourhood Watch co-ordinators to obtain specifics about issues
- Enforcement on the no-drinking zone
- Speak to local football teams who use the pitch about use of language, public urination and supporters drinking alcohol
- Weekly meetings with the local youth worker and youth group

2. Anti-social behaviour Ilminster Avenue

In the past, there have been reports of anti-social behaviour and suspected drug dealing at this time of year at the end of Ilminster Avenue near to the area of grass that runs along Airport Road.

Actions:

- Houses in this area will be leafleted to highlight that this is now a neighbourhood forum priority
- The area will be regularly patrolled and monitored

Outcomes

1. Anti-social behaviour at Redcatch Park

- Ongoing patrols conducted by beat team
- Regular meetings with the Park keeper

13/10/2012 – Ongoing Area patrols No significant issues

22/10/2012 – Ongoing Area patrols No Significant Issues.

26/10/2012 – Ongoing Area patrols. No Significant Issues.

30/10/2012 – Ongoing Area patrols. No Significant issues.

30/10/2012 – Meeting with the park keeper. Two males identified as causing ASB. Enquiries are ongoing as to their identities. PCSO 7521

31/10/2012 – Area covered as part of special operation. PCSO 7521

1/11/2012 – Ongoing Area patrols. No Significant issues.

13/11/2012 – Called to attend the bowling green in the park as youths were playing football in the area. On attending, three youths were found to be there

and were spoken to. They left the area and were very apologetic. It was found that the area was insecure. This area was then secured. PCSO 7521

18/11/2012 – Multiple bicycle patrols conducted, no issues identified. PCSO 7632

19/11/2012 – Ongoing patrols. No significant issues.

25/11/2012 – Ongoing Area patrols. No Significant issues.

26/11/2012 – No calls received reporting problems in this area.

2. Antisocial Behaviour in Ilminster Avenue

13/10/2012 – Ongoing Area patrols No significant issues

22/10/2012 – Ongoing Area patrols No Significant Issues.

26/10/2012 – Ongoing Area patrols. No Significant Issues

30/10/2012 – Ongoing Area patrols. No Significant issues.

1/11/2012 – Ongoing Area patrols. No Significant issues.

08/11/2012 – Meeting with Safer Bristol reference conducting questionnaires in the area. PCSO 7632

17/11/2012 – Letter drop to the bottom end of Ilminster Avenue regarding ASB in the area. PCSO 7632

18/11/2012 – Multiple bicycle patrols conducted, no issues identified. PCSO 7632

25/11/2012 – Ongoing Area patrols. No Significant issues.

26/11/2012 – No calls received reporting problems in this area

Next meeting

11 January 2013 at 7:00 PM

Filwood Neighbourhood Forum

Current public priorities

Agreed 7 November 2012

1. Newquay Road/Torrington Avenue - Drug Dealing and Anti-Social Behaviour (All Times)

- Targeted Police Patrols
- Regular Stop Searches in the area
- Liaise with Op Beacon
- Look into issuing offenders with Acceptable Behaviour Contracts or Injunctions
Use the council CCTV at the location
- PCSO to be placed in the council CCTV at key times

2. Inns Court/Creswicke Road - Nuisance Motorbikes & Associated Anti-Social Behaviour (All times)

- Regular high visibility patrols
- Use the body cams provided for evidence
- Issue Section 59 notices to offenders
- Target persistent offenders
- Issue persistent offenders with Acceptable Behaviour Contracts
- Regular cycle patrol in the area
- Op biker patrols to be carried out

Outcomes

Newquay Road/Torrington Avenue

08/11/2012 – Targeted patrols – All in order
09/11/2012 – Targeted patrols – All in order
10/11/2012 – Targeted patrols – All in order
11/11/2012 – Targeted patrols – All in order
12/11/2012 – Targeted patrols – All in order
13/11/2012 – Targeted patrols – All in order
14/11/2012 – Targeted patrols – All in order
15/11/2012 – Targeted patrols – All in order
16/11/2012 – Targeted patrols – All in order
17/11/2012 - Targeted patrols – All in order
18/11/2012 – Targeted patrols – All in order
19/11/2012 – Targeted patrols – All in order
21/11/2012 – Targeted patrols – All in order
23/11/2012 – Targeted patrols – All in order

24/11/2012 – Targeted patrols – All in order

Inns Court/Creswicke Road

08/11/2012 – Targeted patrols – All in order

09/11/2012 – Targeted patrols – Section 59 warning issued to Quad bike user

10/11/2012 – Targeted patrols – All in order

11/11/2012 – Targeted patrols – All in order

12/11/2012 – Targeted patrols – All in order

13/11/2012 – Targeted patrols – All in order

14/11/2012 – Beat Surgery held

14/11/2012 – Targeted patrols – All in order

15/11/2012 – Targeted patrols – All in order

15/11/2012 – ASB incident attended – No trace of offenders

16/11/2012 – Targeted patrols – All in order

17/11/2012 – Targeted patrols – All in order

18/11/2012 – Targeted patrols – Details taken and words of advice given to two males who were in possession of mini-motorbikes. Unable to issue Section 59 warning as the bikes were being pushed at the time

19/11/2012 – Targeted patrols – All in order

20/11/2012 – Operation Relentless leaflet drop – All in order

21/11/2012 – Targeted patrols – All in order

23/11/2012 – Targeted patrols – All in order

The Welfare Reform Act is introducing a range of changes for out-of-work people in England, including incentives to ease the transition into work. In this context, Bristol City Council is developing a strategy to support those incentives, as part of a suite of initiatives and programmes in preparation for the full range of reforms. This Employment and Enterprise Strategy has at its heart the aim of ensuring that local residents, currently in receipt of out of work benefits, can successfully enter the workforce and actively participate in the growth of economic prosperity that will take place in the city.

At the same time, there is clearly a growing issue in the city around levels of unemployment and particularly long-term youth unemployment. This strategy takes account of recent work by Bristol City Council and The Bristol Partnership to highlight and address this specific issue. Young people are identified as a priority group for action that will be outlined in a subsequent Implementation Plan.

The overall vision for this strategy is that Bristol enhances its capacity to be a city with high rates of employment and enterprise, contributing to sustainability and offering opportunities for the benefits of economic growth and prosperity to be shared across the city's communities.

The strategic objectives are identified as

1. To enable residents to access sustainable employment opportunities generated by economic growth and replacement requirements, meeting the needs of local businesses
2. To promote and facilitate self-employment and business start-up as of significant value to individuals and the city's economy
3. To focus activities on those individuals and community groups at disadvantage in the local labour market.

Bristol is an economically successful city. Its employment rate, economic output and diverse business base place it amongst the leading cities in the UK and Europe. Many commentators and economic experts identify Bristol as having the right conditions for resilience and recovery, leading to forecasts of significant economic and employment growth in the foreseeable future.

A number of key developments locally will boost Bristol's prospects for sustainable growth. Building upon our mix of key industrial sectors well placed to drive growth – creative industries, digital media, environmental technology, professional services and advanced manufacturing – specific initiatives such as the Temple Quarter Enterprise Zone and investment in transport infrastructure will create large numbers of jobs in the city's economy.

This strategy is concerned with ensuring that the benefits of such growth are shared amongst then city's communities, directly combining with the work incentives included in the Welfare Reform Act to produce a positive impact for all of the city's residents. Work incentives need there to be employment growth and support systems to have real impact - there have to be the jobs for the people that want to work. This strategy outlines how local growth and support will be aligned to produce that impact and to ensure that all communities in the city will be able to share increased prosperity.

There is an extensive evidence base for the strategy, produced as an appendix to the main document, and five principle sections,

1. Focus on Disadvantage – within the city, there are groups of residents who are in greatest need of assistance to access job opportunities; these are identified as Young People, Residents of Disadvantaged Neighbourhoods, Disabled People and People Without Qualifications.
2. Generating Jobs – the programmes and initiatives that are contributing to the employment growth that will enable currently unemployed residents the opportunity to secure employment
3. Access to Employment – outlining the efforts that are being made, and can be developed, to ensure that residents are equipped to make the most of their opportunities and work incentives
4. Enterprise – self-employment, business starts and expansion of existing enterprises will be important parts of employment growth emanating from, and producing, economic growth
5. Priorities for Action - outlining activities that, in the context of the previous four sections, could contribute towards achievement of the strategic objectives; this will form the basis for developing an implementation plan to follow on from the strategy,
 - i. Maximise opportunities for local residents from economic growth and development, working with developers, agencies and employers.
 - ii. Provide or promote training to ensure that individuals are job-ready and have the skills needed to gain and retain a job in the Bristol economy.
 - iii. Provide or promote support for individuals who opt for self-employment or want to start, maintain or develop their own business, initiating jobs growth and producing economic output.
 - iv. Provide or promote tailored support to help individuals find work through information, advice and guidance, work experience, volunteering or mentoring, etc.
 - v. Develop robust labour market intelligence as an important factor in aligning skills provision with jobs growth.

Employment & Enterprise Strategy Implementation Plan

Priorities for Action

- i. Maximise opportunities for local residents from economic growth and development, working with developers, agencies and employers.
- ii. Provide or promote training to ensure that individuals are job-ready and have the skills needed to gain and retain a job in the Bristol economy.
- iii. Provide or promote support for individuals who opt for self-employment or want to start, maintain or develop their own business, initiating jobs growth and producing economic output.
- iv. Provide or promote tailored support to help individuals find work through information, advice and guidance, work experience, volunteering or mentoring, etc.
- v. Develop robust labour market intelligence as an important factor in aligning skills provision with jobs growth.

Objective	Theme	Action	Lead Agency	Partners	Priority
Maximise opportunities for local residents from economic growth and development	Work with developers, agencies and businesses to create employment and training opportunities for local residents depending on the scale and nature of the development – supported by City Deal and other initiatives	Increase the use of Local Employment Partnerships / Employment & Training Strategies through the Planning System	BCC		1
		Increase engagement with developers at early stages to gain a realistic idea of future opportunities in both construction and end-use of new developments	BCC / LEP		1
		Work with partners to provide tailored programmes around employment opportunities on major developments, e.g. BTQEZ	BCC/LEP	JCP/FE Colleges	1
		Improve monitoring of opportunities gained	BCC/LEP		1

	Co-ordinate Employer Engagement activities to simplify offer for employers	Work with the Inward Investment Service, both for Bristol and the West of England Partnership, to support the offer and meet skills and employment needs			1
		Engage with new employers to promote training opportunities / apprenticeships	BCC/LEP	FE	1,2
	Public Sector Employment	Public sector employers to lead by example in offering training and employment opportunities both directly and through their procurement and commissioning	BCC	NHS	1
	Support for existing firms in the city to aid viability, growth and job creation	Develop Investor Development Service	BCC		1,2

<i>Provide or promote training to ensure that individuals are job-ready and have the skills needed to gain and retain a job in the Bristol economy</i>	Increase training and employment opportunities in environmental technologies, green economy, media, digital, care, etc	Green Skills	CoBC		1
		Identify entry level route ways into Digital & Creative Industries and development of projects to progress these	BCC / KWMC / UWE / CoBC		1
	Increase apprenticeship opportunities across a wider range of sectors, including the public sectors	Continue and build on the 2012 apprenticeships in 2012 campaign	BP		1
		Deliver at least 5,000 new apprenticeships in the West of England by 2017 across sectors	BP/LEP/CoBC		1
		Increase apprenticeship / graduate placement opportunities across BCC	BCC		1
		Work with Neighbourhood Partnerships to raise uptake of apprenticeship opportunities in deprived areas	BCC		1,3

		Provide pre-apprenticeship training for young people who.....	BCC		1,3
	Develop advanced apprenticeships in key sectors				
	Ensure more young people are work ready on leaving education	Roll out Charter Mark pilot to all schools, FE and HE establishments	LEP		1
		Roll out Charter Mark to include employment support agencies	BCC		1,3
		Support further development of schools' links with businesses to help raise aspirations and understanding of the work of work			1
		Work to ensure that full-time entry level provision is relevant to actual business needs	BCC / City Deal		1
	Work with schools to ensure that training and careers advice is focused on real future opportunities	Ensure that up-to-date intelligence on current and future economic needs is freely available to schools and careers advice services	BCC		1
	Increase digital inclusion of job seekers	Promote BCC computer reuse programme to jobseekers	BCC		1,3
		Provision of IT training for job seekers	CoBC	BCC, CLT	1,3

<i>Provide or promote support for individuals who opt for self-employment or want to start, maintain or develop their own business, initiating jobs growth and producing economic output.</i>	Ensure that enterprise training is a core element of employability support and other provision for people entering the labour market	Enterprise clubs	JCP / CoBC		2
		Continue provision of business start-up advice for all residents	BCC		2,3
	Promote enterprise within schools	Encourage participation in Young Enterprise, Young Student of the Year Award, and other schemes			2
	Further develop enterprise support for young people				2

<i>Provide or promote tailored support to help individuals find work through information, advice and guidance, work experience, volunteering or mentoring, etc.</i>	Increase the number of small and medium enterprises offering work experience placements and apprenticeships, particularly with in local communities				1,3
	Map available provision and provide easily accessible information to jobseekers and agencies	Develop Community Learning Trust Website	CLT		3
		Develop client-facing side of ways2work website	BCC		3
	Further develop co-ordination and information sharing between agencies involved in employment support	Continue and further develop the ways2work network	BCC		3
		Support agencies to develop consortium bids for funding	BCC		3
		Further develop joint working by Social Housing providers to support workless residents	BHP		3

	Ensure appropriate work related training is available to all job seekers	Provide employability and sector-related training both centrally and in community venues	CoBC		1,3
		Deliver first step learning / taster courses in community venues	BCC / CLT		1,3
	Improve provision of careers advice / job search support for all job seekers	Provide local access to job search support services in the most deprived areas	BCC / CoBC		3
		Promote National Careers Service drop in centres			1,3
	Ensure that all job seekers are aware of available job opportunities	Deliver Jobs Fairs and other work-related information events	BCC / JCP		1
		Work Clubs	CoBC		1
		Enterprise Clubs			2,3
	Deliver targeted support for individuals with additional barriers	Opportunity Bristol	BCC / TCV		3
		Deliver Youth Unemployment projects in Lawrence Hill and Filwood and consider roll out to other areas	BCC		3
		Deliver Forwards Work Clubs for People with Mental Health issues	BCC / PLUS		3
		Deliver support to Migrant Workers through Language for Rights project	BCC		3
		Deliver Work experience opportunities through Ways2work Work Experience project	BCC / Clean Slate		3
		Provide work related support for people with learning difficulties (Project Search)	BCC		3
		Targeted work preparation courses for Older People and single parents	BCC		3

	Ensure that all job seekers have access to financial advice	Promote financial inclusion services			3
	Develop use of volunteering as a route to skills development and employment				2,3
<i>Develop robust labour market intelligence as an important factor in aligning skills provision with jobs growth</i>	Ensure up-to-date and accurate labour market information is widely available	Continue publishing Economic Quarterly and develop distribution network	BCC		1,2,3
		Provide ad hoc briefing notes	BCC		1,2,3



WELFARE REFORM GUIDE

THE WELFARE
SYSTEM CHANGES

WORKING TAX CREDIT

THE BENEFIT CAP

CHILD BENEFIT



The Benefit Cap 4

The benefit cap is a limit that has been set on the maximum amount of benefit that many unemployed working age people or households can get.

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Some council and housing association tenants will receive less Housing Benefit if they are living in a property that is larger than they need.

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A non-dependant is someone over the age of 18 who lives with you and your family.

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Working Tax Credit is for single people and families who are employed or self-employed.

Child Tax Credit 11

Child Tax Credit is for people who are responsible for a child or young person.

Child Benefit 12

Child Benefit is for people who are responsible for a child or young person.

Employment and support Allowance 14

This is a benefit that is paid to people who have an illness or a disability that affects their ability to work.

Disability Living Allowance 16

Disability Living Allowance is a tax free benefit for disabled children and adults.

Council Tax Reduction 17

Council Tax Benefit is being abolished from April 2013 and is being replaced in England by local schemes developed by each local council.

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The Social Fund is a limited fund that is currently managed by the Department for Work and Pensions.

Universal Credit 20

Universal Credit is going to be a single payment that is made to working age people and will replace a number of existing benefits and Tax Credits.

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If you would like this information in a different format, for example braille, audiotape, large print or computer disk, or community languages, please contact
Bristol City Council Revenues and Benefits 0117 922 2300.

The Benefit Cap



What is the benefit cap?

The benefit cap is a limit that has been set on the maximum amount of benefit that many unemployed working age people or households can get. The government is introducing this change to encourage those who are out of work to get into work by ensuring that those receiving benefits will not be getting more than average working households receive in earnings.

How is the cap worked out?

The cap will apply to the combined total most of the main benefits. This includes (amongst others):-

- Jobseeker's Allowance
- Income Support
- Employment and Support Allowance
- Housing Benefit
- Child Benefit
- Child Tax Credit
- Carer's Allowance

For a full list of those benefits included as income when calculating the benefit cap, please see the gov website at:- <http://www.gov.uk/benefit-cap>

The cap will not include one off payments such as Social Fund payments or non cash payments such as free school meals.

The proposed cap will be:-

- **£350** per week for single adults with no children
- **£500** per week for couples and lone parents

Who the cap won't apply to?

The benefits cap will not apply to:-

- Single people or couples of Pension Credit age - 61 ½ years old from April 2013 (this is currently based on the age of the oldest member of the couple)
- Claimants or their partners are entitled to Working Tax Credits
- Claimants or their partners receiving the support component of Employment and Support Allowance
- Claimants or their partners receiving Industrial Injuries Disablement Benefit
- Claimants or their partners receiving a War Pension
- Claimants, partner or their dependant children receive Disability Living Allowance

Those who were previously working for at least a year before losing their job will be protected for up to 39 weeks following the end of employment if they lost their work through no fault of their own.

How will the cap apply?

The cap will be taken from Housing Benefit entitlement. Once Universal Credit comes in, it will be taken off that. If you do not receive Housing Benefit and receive more than the cap you will not be affected unless you get Universal Credit.

When will the cap apply?

The benefits cap will apply from April 2013. The Department for Work and Pensions have written to those who they believe are likely to be affected by the cap already.

Help and advice

You should seek advice if you are going to be affected by the benefit cap.

- You might be entitled to benefits that would exempt you from the cap
- You may be able to get extra help towards the rent if you are in hardship
- Finding employment or increasing your working hours may help you to avoid the cap

Under-occupation – the “Bedroom Tax”



What is under-occupation?

From April 2013 some council and housing association tenants will receive less Housing Benefit if they are living in a property that is larger than they need. The aim is to encourage those with bigger homes to find smaller accommodation so that larger properties can be provided to those who need them.

The government has decided that you are under-occupying if you have more bedrooms than you need. Examples of this include:-

- A couple living in a two bedroom flat
- A lone parent or a couple with one child living in a three bedroom house

Rooms for children

Children are not necessarily allowed a room all to themselves.

- Children under 10 years old are expected to share with another child, regardless of their gender
- Children under 16 are expected to share if they are the same gender

What is the change?

If you are under-occupying, the amount of Housing Benefit you get will reduce. A percentage reduction will be taken off the rent that is allowed for Housing Benefit. The two rates are as follows:-

- If you have one extra bedroom the rent used to work out your Housing Benefit will reduce by 14% (this works out as about £12.00 a week in Bristol)
- If you have two or more extra bedrooms the rent used to work out your Housing Benefit will reduce by 25% (about £22.00 a week in Bristol)

Who is affected?

People who are living in Social Rented Sector accommodation (such as council and housing association homes) and are between 16 years old and pension age (61 ½ years old from April 2013).

When will the change happen?

The change will happen in April 2013. You should start thinking about your options now and seek any help that you think you would need.

What are my options?

There are a number of options available to you.

- Move to smaller accommodation for your needs. Your landlord should be able to discuss this with you and provide advice about any viable options
- Ask other members of your household to contribute. If you decide to stay in your home, you may consider asking adult friends and family members who live with you to make an extra contribution towards the shortfall
- Apply for a Discretionary Housing Payment. In certain circumstances you may be entitled to additional help. However, this fund is limited and is usually limited to a short period of time. You can contact the council to request an application form

- Seek additional advice. Please see the useful contacts section of this leaflet (page 23)

- If you are able to seek work, finding employment or increasing your working hours may mean that you will be better off. This may have an effect on any benefits that you claim. For more information about finding work contact the National Careers Service on 0800 100 900 or visit <https://nationalcareersservice.direct.gov.uk/>
- You may want to consider renting your spare room to a lodger. If you do decide to do this, please discuss this with your landlord and contact the council, as any rent that you get could affect the amount of Housing Benefit that you could get

Who can I speak to?

You can speak to Bristol City Council's Benefit Service about the changes above. However, if you do need to discuss options relating to your property and whether to consider moving or taking in a lodger, please contact your landlord in the first instance.

Non-dependant Deductions

What is a non-dependant?

A non-dependant is someone over the age of 18 who lives with you and your family. Examples would be a grown up son or daughter or a friend who lives with you. This does not include your partner or younger children who live with you.

What are non-dependant deductions?

A deduction is taken from your Housing and Council Tax Benefit because you have somebody else living in the household with you.

How much is the deduction?

This depends on the non-dependant's circumstances. It varies according to whether they claim state benefits or if they work more than 16 hours per week and how much they earn (this is before tax and national insurance is taken off).

A deduction is made for every non-dependant person living with you. If two non-dependants live as a couple, only one deduction is made.

No deduction is made from Housing Benefit for non-dependants who are:

- On the assessment phase of Employment and Support Allowance
- On Pension Credit

No deduction is made from Council Tax Benefit for non-dependants who are:

- On Income Based Jobseeker's Allowance
- On Income Related Employment and Support Allowance
- On Income Support
- On Pension Credit

The government is increasing the amount deducted for non-dependants from both Housing and Council Tax Benefit. The first increase was from April 2011 and a further increase happened in April 2012. These are due to increase again in April 2013.

A deduction does not apply to everyone

Sometimes a non-dependant deduction does not apply. Examples of this include:-

- Full time students
- Non-dependants who are in prison
- Non-dependants who have been in hospital for over 52 weeks
- Households where the person claiming Housing and Council Tax Benefit (or their partner) receives the middle or high rate of Disability Living Allowance Care Component



What is Working Tax Credit?

Working Tax Credit is for single people and families who are employed or self-employed.

How do I qualify for working tax credit?

- If you don't have children, you need to be 25 years old or over and be working at least 30 hours per week
- If you have a disability, you need to be 16 years old or over and be working at least 16 hours per week
- If you are 60 or over, you need to be working at least 16 hours per week

If you have children:-

- If you're single, you need to be 16 years old or over and working at least 16 hours per week
- If you're in a couple, one of you will need to be working at least 16 hours per week and your joint working hours need to be at least 24 hours per week
- There are some exceptions to this. Please contact Her Majesty's Revenues and Customs for more information

How do I claim?

You need to make a claim with Her Majesty's Revenue and Customs. This can be done by phoning 0345 300 3900. You cannot claim online or download an application pack.

What is Child Tax Credit?

Child Tax Credit is for people who are responsible for a child or young person.

How do I qualify for Child Tax Credit?

You must be over 16 years old to get Child Tax Credit and responsible for at least one child. Your child must be either aged under 16 or between 16 and 20 years old and in full time education. This must be non-advanced education at school or college or an approved course. Her Majesty's Revenues and Customs can give you further advice about this.



How do I claim?

You need to make a claim with Her Majesty's Revenue and Customs. This can be done by phoning 0345 300 3900. You cannot claim online or download an application pack.



What is Child Benefit?

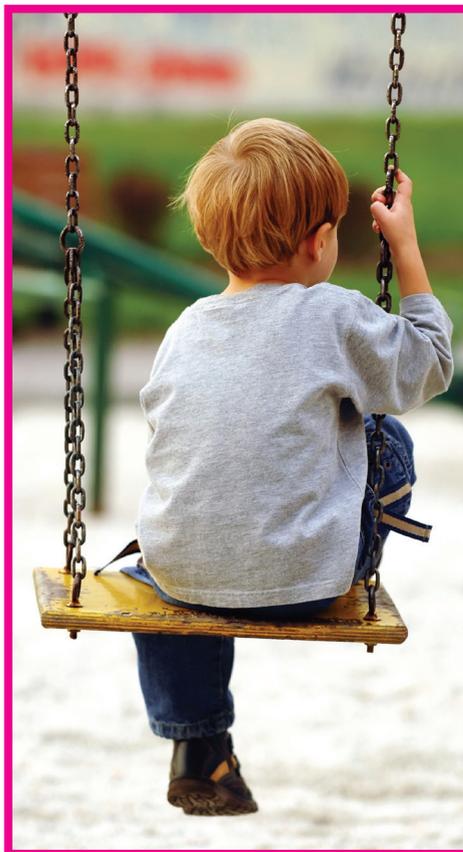
Child Benefit is for people who are responsible for a child or young person.

How do I qualify for Child Benefit?

You can get Child Benefit if you have a child who is under 16 or between 16 and 20 and in full time education. This must be non-advanced education at school or college or an approved course. The child must have enrolled on this course before turning 19 years of age. Her Majesty's Revenues and Customs can give you further advice about this.

How do I apply?

You can download a claim form from Her Majesty's Revenues and Customs website www.hmrc.gov.uk/childbenefit or telephone 0845 302 1444 (textphone 0845 302 1474).



What is changing?

- Child Benefit rates have been frozen since 2011 and this will be in effect for three years
- From January 2013, you will not be able to claim Child Benefit if you earn more than £60,000 a year
- Your Child Benefit will be reduced by 1% for every £100 earned between £50,000 and £60,000 a year
- This will be done via the tax system. If you are a couple, it will be taken from the highest earner



Employment and Support Allowance

What is Employment and Support Allowance (ESA)?

This is a benefit that is paid to people who have an illness or a disability that affects their ability to work. This benefit can be claimed from the Department for Work and Pensions (DWP). You cannot usually get ESA if you are working. You may still be able to get it if you are doing voluntary work or work permitted by the Department for Work and Pensions.

There are two types of ESA that people can claim.

- **Contributions Based ESA** is available for those who have paid enough national insurance contributions. In many cases entitlement to this benefit will be limited to 365 days
- **Income Related ESA** is available if your income and savings are below a certain amount. This benefit is not based on your national insurance contributions. However, you must have less than £16,000 in savings and if you are part of a couple, your partner must work less than 24 hours per week

How do I apply?

The Department for Work and Pensions has a variety of ways for you to make a claim.

- Telephone 0800 055 6688 (textphone 0800 023 4888). Calls from BT landlines are free but you may be charged by some mobile operators or other phone companies
- You can download a claim form by visiting www.gov.uk/employment-support-allowance

What happens after I claim?

Once you have made a claim, you will enter an assessment phase that usually lasts for 13 weeks. A work capability assessment is carried out to decide whether you have an illness or disability that limits your ability to work. You may need to

attend a medical or supply other evidence. A basic amount of ESA is paid for this period.

After week 14 you will move onto the main phase of ESA. There are two groups that will determine how much you get and what further support you will get from the Department for Work and Pensions.

- **Support Group.** If your illness or disability seriously affects your ability to work, you will not be expected to work. You can do voluntary work if you want to. If you fall into this group, you will receive an extra support amount in addition to your basic ESA amount and if you get contributory ESA, your award will not be limited to 365 days
- **Work-Related Activity Group.** If you fall into this group, you will have to go to work focussed interviews with a DWP adviser and may have to take part in work-related activities. Your ESA might be reduced if you do not take part. You will get a work-related activity amount in addition to your basic ESA amount. If you have a partner, they may also have to attend work focused interviews.

How much do I get?

The amount that you will get depends on a few things.

- The type of ESA you are getting
- Whether you are in the assessment or main phase of ESA
- The group of the main phase that you are in
- Whether you are over 25 years old
- Whether you live with a partner
- Whether you are currently appealing your ESA decision

What happens if my ESA is refused?

You can appeal to an independent tribunal. You will need to do this within one month of the date on your decision letter.

What is Disability Living Allowance (DLA)?

DLA is a tax free benefit for disabled children and adults. This is to help with additional costs that you may encounter because you are disabled.

You may get DLA if you have a physical or mental disability that is severe enough for you to need help caring for yourself or have walking difficulties (or both). You have to be under 65 years old to make a claim for DLA. If you are over this age, you can claim Attendance Allowance instead.

How do I claim?

You can claim DLA online through www.gov.uk/dla-disability-living-allowance-benefit or by telephoning 0800 88 22 00 (textphone 0800 24 33 55).

Personal Independence Payment

From April 2013, Personal Independence Payments (PIP) start to replace DLA for people aged 16 to 64.

What if I currently get DLA?

If you currently get DLA and are between 16 and 64 the Department for Work and Pensions will contact you to tell you when to apply for PIP (children and those aged 65 or over will continue to get DLA). This will happen between 2013 and 2016.

You will not automatically be entitled to PIP. It will be based on your personal circumstances and how your condition impacts on your ability to live independently. Entitlement will not depend on what health condition or disability that you have.

What is Council Tax Reduction?

Council Tax Benefit is being abolished from April 2013 and is being replaced in England by local schemes developed by each local council. The budget to do this has been reduced by 10% nationally. However, Bristol has calculated a shortfall of 16% based on expected Council Tax Benefit expenditure.

How will I be affected?

The government has decided that pensioners will be protected from the changes. They will continue to get the same amount of help that they do at the moment under a nationally decided scheme.

However, for working age people, there could be big changes. If the council is unable to fund the shortfall in the budget, people who are currently getting Council Tax Benefit might have to make a contribution towards their Council Tax, even if they have not paid anything in the past.

The council is looking to protect certain groups from reductions in help with their Council Tax. These are likely to include disabled people receiving certain benefits, lone parents with young children and those with caring responsibilities.

The future system for helping people with their Council Tax in Bristol will depend on the decisions reached following local public consultation that ends on 29th October 2012. If a contribution is required it is likely to be between 12 ½ and 25% of the total bill. If you work, it could be more than this.

The Social Fund

What is the Social Fund?

The Social Fund is a limited fund that is currently managed by the Department for Work and Pensions. This is split into separate budgets for crisis loans, community care grants, funeral grants and cold weather payments. Payments are made to some people on low incomes to help pay for emergencies such as funeral costs, new babies or one off household costs such as a new appliance or furniture.

How do I apply?

- Social fund payments. Telephone 0845 603 6967 (textphone 0845 608 8553)
- Crisis loans. Telephone 0800 032 7952 (textphone 0800 032 7958)

What is changing?

From April 2013, the government is transferring some parts of the existing social fund to local authorities who will be asked to provide their own schemes. Bristol will be contracting an organisation to provide its Social Fund function and is working with interested organisations at the moment. Otherwise the main changes are as follows:-

- **Crisis Loans for living expenses and emergencies and Community Care Grants** will be replaced by local schemes
- **Budgeting Loan** type payments will continue until Universal Credit is in place. Then they will be replaced by advance payments that people can claim whilst they wait for their benefit to be paid
- Local authorities will choose how the money for some of the fund is spent
- **Applicants may not get cash.** Bristol will be looking to provide goods, services or prepaid cards instead



Universal Credit



What is Universal Credit?

Universal Credit is going to be a single payment that is made to working age people and will replace a number of existing benefits and Tax Credits.

Universal Credit will be made up from a personal amount for the claimant and their partner (similar to Income Support or Jobseeker's Allowance). Further elements are available for housing costs, children, caring responsibilities and limited capability for work.

Although the present benefits and Tax Credits are brought together as one payment, people will still need to meet the various qualifying conditions in order to get the payments.

The government hopes that by doing this it will:-

- Encourage people into work
- Reduce poverty for people who are working
- Make the system easier to understand
- Reduce the amount of fraud and error

Which benefits will be included in Universal Credit?

The following benefits will be included in Universal Credit:-

- Income Support
- Income Based Jobseeker's Allowance
- Income Related Employment and Support Allowance
- Housing Benefit
- Working Tax Credit
- Child Tax Credit

The following benefits will not be included in Universal Credit:-

- Attendance Allowance
- Bereavement benefits
- Disability Living Allowance or Personal Independence Payments
- Carer's Allowance
- Child Benefit
- Contributory Employment and Support Allowance
- Contributory Jobseeker's Allowance
- Council Tax Reduction (the replacement for Council Tax Benefit from April 2013)
- Industrial Injuries Disablement Benefit
- Maternity Allowance
- Pension Credit
- State Retirement Pension
- Statutory Adoption Pay
- Statutory Maternity Pay
- Statutory Sick Pay
- War Pensions

However, many of the benefits that are not included in the Universal Credit payments will be taken into

account as an income when working out Universal Credit.

Universal Credit will be capped

The government intends to cap payments of Universal Credit at £350.00 a week for single people and £500.00 per week for couples and people with children. Please see the section on the benefit cap for more information.

How will Universal Credit be paid?

Universal Credit is likely to be paid monthly in arrears in most cases. The reason for this is because most people receive their wages in this way and the government believes that will reduce the difference between being in work and out of work. It is also intended that the payments would be made directly to you. This means that you will be responsible for budgeting for and prioritising your housing costs.

Managing your Universal Credit

The government has said that Universal Credit will be 'digital by default' meaning that most of the access to Universal Credit such as making a claim and managing your payments will be done using an online account (similar to how online banking works currently).

There will, however, be exceptional circumstances where this will not be appropriate and the Department for Work and Pensions will help people manage their Universal Credit differently.

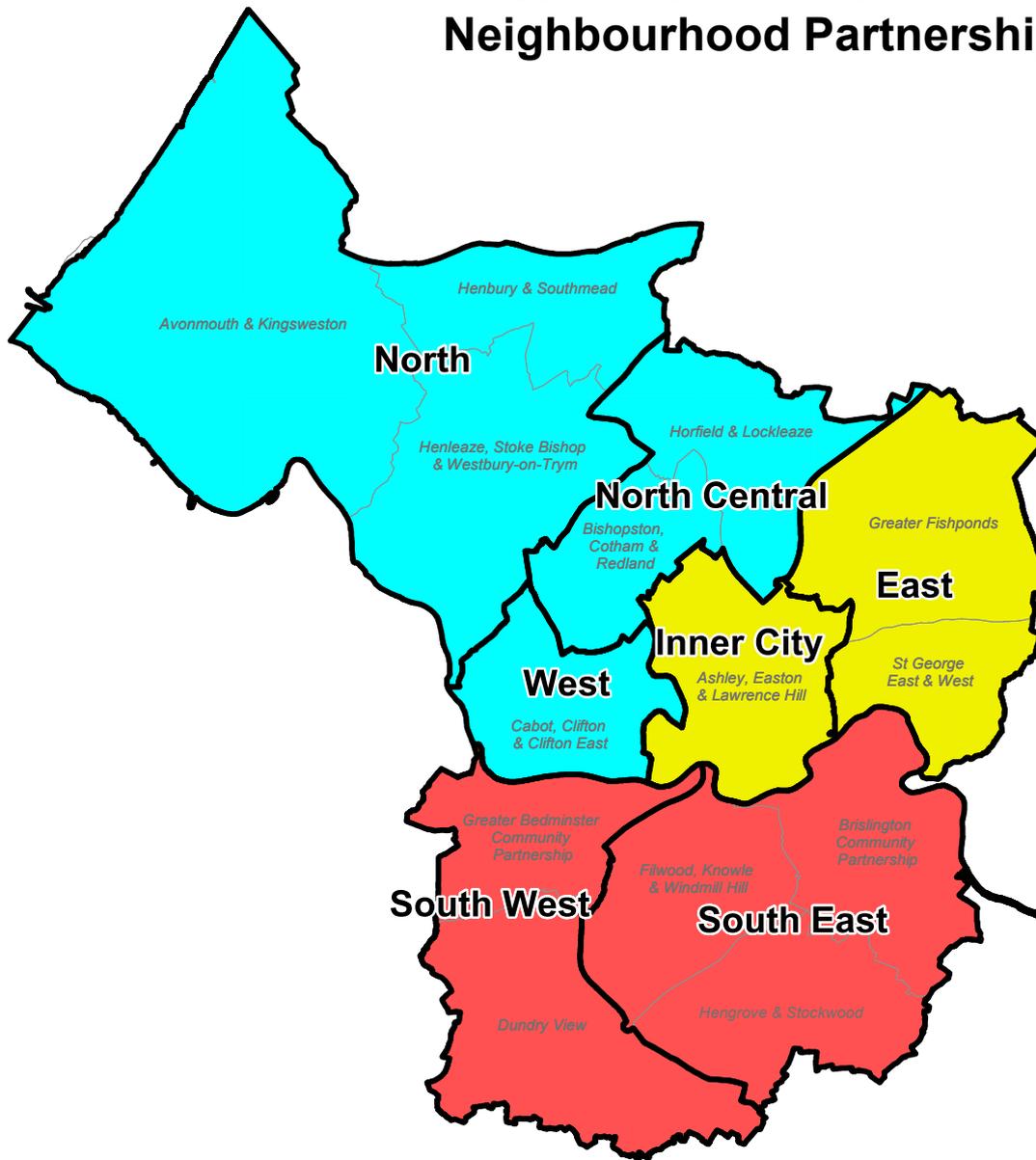
When are the changes happening?

The move across to Universal Credit will happen over a period of years, starting from October 2013 in some areas. The start date has not been announced for Bristol. The transfer will happen in three stages. This means that there will be a period where some people will be getting Universal Credit and others still getting the benefits it will replace.

- Stage one will be from October 2013 to April 2014 and involve the those making a new claim for Jobseeker's Allowance
- Stage two will be from April 2014 to December 2015 and involve those making claims for Tax Credits
- Stage three will be from December 2015 to December 2017 and will transfer those getting older types of benefit

Advice Centres for Avon	www.advicewest.org.uk
Bristol Credit Union (for bank accounts and financial services)	www.bristolcreditunion.org 0117 924 7309
Bristol City Council Benefits Service	www.bristol.gov.uk/benefits 0117 922 2300
Bristol City Council Landlord Services	www.bristol.gov.uk/councilhousing 0117 922 2200
Bristol City Council Rehousing	www.bristol.gov.uk/rehousing 0117 922 2400
Bristol City Council Welfare Rights Information	www.bristol.gov.uk
Money Advice Service	www.moneyadviceservice.org.uk
Gov (government advice website)	www.gov.uk
Turn2us (welfare benefits and grants)	www.turn2us.org.uk 0808 802 2000
Her Majesty's Revenues and Customs	www.hmrc.gov.uk

Map of Bristol showing CYPS, Bristol Youth Links and Neighbourhood Partnership Areas



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CYPS Area Partnerships

