



AGENDA ITEM NO 7

**FILWOOD, KNOWLE AND WINDMILL HILL
NEIGHBOURHOOD PARTNERSHIP**

23 September 2014

Report of: Kurt James, Neighbourhoods Department

Title: Area Coordinator Report for Information and Decision

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Recommendations

This report is from the Area Coordinator. It is for information and decision and Partnership members are recommended to:

- 1. Note Neighbourhood Forum Updates.**
- 2. Agree Citywide Event Recommendation.**
- 3. Agree Neighbourhood Partnership Plan Recommendations. See Appendix 07 01 p17**
- 4. Note changes to the Wellbeing Grants Process. See Appendix 07 02 p25**
- 5. Agree Green Capital Fund Recommendations. See Appendix 07 03 p34**
- 6. Agree Equalities Update Recommendations.**
- 7. Agree Tree Forum Request to Prioritise Trees. See Appendix 07 04 p36**
- 8. Note Neighbourhood Partnership Toolkit.**

1. Neighbourhood Forum Updates.

Windmill Hill Neighbourhood Forum

Agreed 25 June 2014

- **Speeding in Cotswold Road**

Knowle Neighbourhood Forum Public Priorities

Agreed 4 July 2014

- Inconsiderate parking on Maxse Road, Greenmore Road, Glena Ave, Priory Road. This happens mainly during business hours. Vehicles are preventing the flow of traffic
- Nuisance behaviour outside Charlie's Bar.

Filwood Neighbourhood Forum Public Priorities

Agreed 6 August 2014

- **Antisocial behaviour on Newquay Road.**

Escalated Policing Priorities

Filwood and Windmill Hill: Drugs Plan – (Lead – NI Nigel Colston)
Filwood: The Mede and Inns Court

Filwood No Drinking Zone Update

The No Drinking Zone is now being enforced and stickers put on lampposts.

Future Neighbourhood Forum Meetings:

Ward	Meeting Date & Time	Venue
Windmill Hill	17 September 2014 7 pm to 9 pm	Broad Plain Rugby Club
Knowle	7 October 2014 7 pm to 9 pm	Knowle Community Centre
Filwood	12 November 2014 7 pm to 9 pm	Knowle West Health Park

2. Agree Citywide Event Recommendation

The fifty Resident NP members and councillors who attended the two Review meetings in August 2014 agreed that they would like one big citywide Neighbourhood Partnership Conference per year.

The request was that resident representatives and councillors lead the planning of the event which should include opportunities for networking, showcasing good practice as well as training activities; and that the Neighbourhood Management service supports the organisation and development of the event.

To get things moving the first NP citywide event planning group meeting will take place at City Hall 15 October.

Recommendation:

- The NP is requested to nominate one or two representatives to be part of the Citywide Event Planning Group, and feed in your partnerships ideas for the day.

3. Agree Neighbourhood Partnership Plan Recommendations. See Appendix 07 01

Each Neighbourhood Partnership currently has a number of different local action plans and priority lists. At the Neighbourhood Partnership review update meetings held in August attendees supported the proposal to bring all of the local plans and priorities together into one updated plan for each partnership and for this plan to cover a minimum of 3 years.

The aim is for this plan to be beneficial to both the NP and the council.

Benefits to the partnership would be:

- All of the partnership's priorities and the evidence underpinning them would be in one document;
- The plans priorities can support the allocation of funding and resources improving the plans achievability;
- It can inform residents what the Neighbourhood Partnership will be doing over the next 3 years using a more accessible format.
- Making it easier for the partnership to see what it can and cannot do so that it does not try to do everything.

Benefits shared with the council are:

- Making it easier to see where and how partnership priorities fit with corporate and Mayoral priorities;
- Being able to easily see where common priorities occur across the city and use this to have conversations with service providers; and
- Provide a means to measure the success of NPs.

Step 1 (complete):

The new or updated Neighbourhood Partnership Plan would replace the many current local plans and strategies such as the Area Green Space Plan, the Safer Bristol Plan, the Neighbourhood Working Priorities and the Well Being Priorities. All of the outstanding work from these old plans and strategies has been consolidated into a common template.

Step 2:

The next step will then be to build on the existing priorities to reflect any new local developments or issues.

Step 3:

The NP will need to look at the available resources and prioritise what it will deliver over the next 3 years using those resources. Partnerships will also be able to agree some aspirational projects so that if additional resource becomes available the NP could take advantage of them.

The NP is requested to agree how they would like to update their Neighbourhood Partnership Plans. You may want to set up a working group, have an informal NP meeting or hold a community event to do this.

The NP is also requested to consider how it will consult residents once the priorities have been drafted.

Proposed timescales:

- Sept/October NP meeting onwards: start the process of developing and then consulting on draft plans
- January or March 2015 NP Meeting: agree final plans.

The Neighbourhood Partnership Plan will be refreshed each year to reflect what has been achieved over the previous year, opportunities that have arisen and work that still needs doing.

Recommendations:

- Agree to update or develop a new Neighbourhood Partnership Plan.
- Decide how the draft version of the Neighbourhood Partnership Plan will be developed.
- Decide how the NP will prioritise the plan and allocate available resources.
- Decide how the NP will consult with the wider community.

4. Note changes to the Wellbeing Grants Process. See Appendix 07 02

The Neighbourhood Management Service has recently undergone a restructure as part of the £90million cuts required by the Council. This has resulted in fewer people and resources being available to service Neighbourhood Partnerships.

To ensure that an effective service is still available to all Neighbourhood

Partnerships new administrative processes are being put in place, with the first change being the way we administrate the Wellbeing Fund.

To ensure that all NPs get the same level of support the following changes have been made:

- All completed applications will be sent to a central address neighbourhood.partnerships@bristol.gov.uk
- All application forms now contain the same questions, as do all monitoring and other Well Being paperwork. NPs will still decide on their priorities and maximum grant levels.
- Applications will be sent out via email to the appraisal panels/Wellbeing Subgroups at an agreed time before the group convenes. If appraisal panel members do not have access to a computer then hard copies will be sent, however this will be the exception and not the rule.
- Panel members are requested to read the applications before the panel meeting and make notes of any comments and/or issues they have with the project and bring them to the meeting.
- The Neighbourhood Partnership Coordinator will supply no more than 2 copies of each application at the appraisal panel meeting, however they will also supply a table with a short summary of each project on the night.
- The discussion and assessment process will take place in the same way that each NP usually does this, the two paper copies will be used to clarify any details.
- Following decisions made at the NP meeting by the Neighbourhood Committee, all offers of grant funding will be sent out by the admin team, who will be the link for ongoing communication.
- Monitoring forms will be sent to projects every 6 months for projects to complete.

5. Agree Green Capital Fund Recommendations. See Appendix 07 03

As discussed at the June NP meeting, each Neighbourhood Partnership has been allocated £10,000 of Green Capital Funding. This is to fund projects to be delivered between 1 January and 31 December 2015.

To qualify for funding project ideas will need to contribute to one or more of the following priorities:

- Increasing people's access to affordable, healthy, sustainable food;
- Enabling more people to access affordable energy;
- Inspiring and educating people about nature and how to care for it;
- Providing activities and initiatives that help people re-use, repair, and share materials; and/or

- Helping people discover more sustainable transport for example walking, cycling or public transport.

Recommendation:

The partnership is requested to consider how to allocate this funding from the following options:

- To allocate funding through a process that mirrors the Well Being Fund. This process would take place alongside and at the same time as the Well Being Process. Final decisions on awarding grants will be made by the Neighbourhood Partnership.
- To agree a maximum amount of grant that applicants can apply for.
- Whether to agree to allocate a proportion of the funding to projects that the partnership or Environment Group has already worked up. A Green Capital application form will still need to be submitted and monitoring information will be required after the project has been delivered. The rest would then be used as per the grant process above.

6. Agree Equalities Update Recommendations.

As part of the review of Neighbourhood Partnerships we looked at NPs' equalities practice – how we make sure NPs welcome everyone and make the best decisions possible when allocating resources.

Addressing inequality only happens when we take proactive and positive steps to tackle it. This is why the Equality Act 2010 exists. This places a duty on all public authorities to have 'due regard' for:

- Eliminating discrimination, harassment and victimisation;
- Advancing equality of opportunity; and
- Fostering good relations

As NPs make devolved decisions on behalf of the council, this means that this legal duty applies to Neighbourhood Partnerships.

As the equality duty is a legal duty, there is a requirement for all NPs to have equalities training. The training lasts 1.5 hours and NPs are asked to decide when they would like to do this training. You might want to extend an NP meeting to incorporate the training, or have a separate session. Training should be held before March 2015. We can run follow up training for new NP members if your membership changes in future.

Currently there is a system of equality representatives – volunteers from the citywide equalities forums who are willing to represent equality communities

and issues of concern at the NP. This system has worked for some partnerships but has been inconsistent across the city.

It is proposed that instead of equality representatives, each NP nominates two or more 'equality champions' from within the NP membership. The role of the equality champions would be to ensure that the whole NP is genuinely engaged in considering equalities issues when making decisions. Equality champions are not experts, nor do they have to be people from an equalities group, but are people within the NP who are committed to addressing equality issues.

Recommendation:

- The NP is asked to decide when their training will take place.
- The NP is asked to nominate two or more equality champions.

7. Agree Tree Forum Request to Prioritise Trees. See Appendix 07 04

Please consider whether tree planting should become a priority in your Neighbourhood. You may decide tonight or request further information before deciding later in the year. Please communicate any decision or request to Richard Ennion (Bristol City Council).

Recommendation:

- Decide whether tree planting should become a priority for the partnership.

8. Note Neighbourhood Partnership Toolkit.

Each NP is different, and it is not within the remit of the NP Review to change how NPs are managed locally. If your NP would like to look at local governance arrangements such as NP membership, size, number of subgroups etc., we will be putting together a tool kit which you could work through with your NP Coordinator to explore different models.

FKW Neighbourhood Partnership Community Plan

Theme	Priority (what we want)	By doing - local priority	Evidence of need (and base line if known)	Activity/project detail (locations and method)	Type of intervention (fund, deliver or influence)	Funds required	Staff Resources needed (including CD needs)	Lead officer	Timescale (year and month)	Performance measure (e.g.)
Environment	Improving the quality of waste management, street cleansing and the environment in FKW.	Improving Waste Management, Street Cleansing and Environment		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.	I	No	NPC/NO/Waste and Street Scene	NPC	March 2016	May Gurney performance reports delivered 25 September 2012, 8 January 2013 and 12 March 2013 1 MG Community Steward
				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.	I	No	NO/	Lloyd Allen Wayne Barlow	March 2016	1 Neighbourhood Plan produced including 3 agreed priority waste and street scene projects
				NP to agree a gully cleansing plan for Windmill Hill with BCC Highways	I	No	NO/Highways	NPC	March 2016	1 gully cleansing plan produced
	Improving the quality and cleanliness of Parks and Green Spaces and Environment in FKW.	Improving Parks and Green Spaces and Environment		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.	I	No	NO/Parks	NPC	Each quarter	6 Monthly performance report given to NP 25 September 2012 and 12 March 2013
				NP to identify local projects that qualify for Clean and Green Devolved funding of £500 per ward – Filwood is one of 5 priority wards.	F	£1,500	NO	Lloyd Allen	Each quarter	Full spend of £1500 achieved on Clean and Green budget by 31 March 2013
				NP to identify projects for Community Payback.	F	£100 per session	NO	Lloyd Allen	As the need arises.	List of Community Payback projects delivered
				NP to deliver all Area Green Space Plan priorities in receipt of funding 2012-16: Park improvement projects in FKW: <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 	F	£800,000	NO/Parks	Lloyd Allen John Knowlson	March 2016	Funding secured to deliver park improvement projects with one park improvement project started by 12 March 2013

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				<ul style="list-style-type: none"> Area Filwood Broadway Play Area Inns Court Northern Slopes Gate 						
	Address the poor quality of street cleansing in streets with high concentrations of parked cars.	Improve street cleansing of roads with high concentrations of parked cars in the Windmill Hill ward.		Organise meeting to identify roads in Windmill Hill that have street cleansing issues. Create shared understanding of expectations between Councillors and the service. May Gurney to relate to Councillors how street cleansing will be improved.	I	No	NPC/NO/Waste and Street Scene	Sarah Howard Martin Cummings Mark Bailey Alf Havvock	March 2015	Meeting organised and held List of problem streets created. Timeline for action agreed.
				Baseline standard on identified roads measured and shared	I	No	NO/Waste and Street Scene	Sarah Howard/ Mark Upham	March 2015	Baseline standard for identified roads available
				May Gurney and BCC to deliver improved street cleansing using methods agreed with Councillors.	I	No	NO/Waste and Street Scene	Sarah Howard/ Mark Upham	March 2015	SH to measure street cleansing standard at end of agreed period.
				Continue to monitor street cleansing contract – in particular weed spraying and street sweeping and provide ward Councillors with regular feedback	I	No	NO/Waste and Street Scene	Sarah Howard Mark Upham	September 2015	SH and MG provide monthly updates on service standards to 21.12.12
				Tackle hot spot roads from map produced in priority 3 - see below	I	No	NO/Waste and Street Scene	Lloyd Allen	March 2016	Feedback to Neighbourhood Forums 'You Said We Did'
	Bins left on pavements of narrow streets in WH restricting passage.	Reduce the Number of Bins Left on the Streets in Windmill Hill		Meeting organised to initiate a project designed to significantly reduce the number of bins left on pavements before or after bin collection day on identified streets in Windmill Hill using a multi-agency problem solving approach starting William Street.	I	No	NPC/NO/Waste and Street Scene	Lloyd Allen Mark Bailey Sam Mongon Sarah Howard Mark Upham Jonquil Maudlin	March 2015	Meeting organised and held.
				Identify and list all streets in WH that have a bins on streets problem and the number of problem households on William Street.	I	No	NO/Waste and Street Scene	Mark Bailey Sam Mongon	March 2015	List of problem streets and problem households created. Number of problem households on William Street.
				Produce bins on streets action plan with timescales.	I	No	NO/Waste and Street Scene	Lloyd Allen/ Kurt James	March 2015	Bins on streets action plan created.
				Deliver project actions and measure project impact	I	No	NO/Waste and Street Scene	Lloyd Allen	March 2015	Number of problem households on William street remaining.
				Target flats with offer of smaller 140 litre wheelie bins	I	No	NO/Waste and Street Scene	Lloyd Allen Mark Upham Sarah Howard	March 2015	Number of 140 litre bins deployed.

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				Extend bins on streets projects to listed problem streets in Windmill Hill	I	No	NO/Waste and Street Scene	Lloyd Allen	March 2016	Project extension begins.
				Share learning gained from bins on streets project with BCC	I	No	NO/Waste and Street Scene	Mark Bailey/ Sam Mongon	March 2016	Meeting to share learning held.
	Residents have identified ongoing problems with graffiti, bins on streets, dog fouling, fly tipping, weeds, street cleansing issues, overflowing bins and poor grounds maintenance	Identify hot spots for environmental degradation in the NP area.		Produce map to identify environmental hot spot areas	I	No	NO	Lloyd Allen	March 2015	Map produced and shared with NOs.
				Neighbourhood Officers to engage with local residents, Neighbourhood Forums & Community groups to map environment issues hot spots.	I	No	NO/Waste and Street Scene	Lloyd Allen	September 2016	Engage with all ages, ethnic backgrounds, disabled and non-disabled people
				Produce GIS map of hot spots	I	No	NO/Waste and Street Scene	Joe Brickley (GIS Officer)	September 2016	GIS map produced.
				Waste Contract Officer to analyse hot spot areas and provide quality scores	I	No	NO/Waste and Street Scene	Sarah Howard	September 2016	Baseline quality scores generated.
				Hot Spot area map passed to May Gurney to focus resource usage	I	No	NO/Waste and Street Scene	Mark Upham (Community Steward)	September 2016	May Gurney take ownership of hot spot maps.
				Waste Contract Officer to compare quality scores before and after the May Gurney intervention	I	No	NO/Waste and Street Scene	Sarah Howard	September 2016	12.10.12 and 21.12.12 quality scores compared for improvement.
				NOs continue to identify hot spot areas and monitor quality scores	I	No	NO/Waste and Street Scene	Lloyd Allen Sarah Howard	September 2016	Compare GIS hotspot map with baseline and 31.03.13 to visualise impact. Feedback to Neighbourhood Forums 'You Said We Did'
	Inconsistent neighbourhood management practices across the NP area.	Improving Neighbourhood Management in the Partnership Area		NP to seek agreement between BCC Landlord Services and Housing Associations to coordinate and deliver a standardised Neighbourhood Management service in the NP area.	I	No	NPC/Housing	Kurt James	September 2016	1 meeting held between Landlord Services and Housing Associations to discuss NM
				NP to ensure that Inns Court is treated as a Neighbourhood Management priority.	I	No	NPC/Housing	Kurt James	March 2015	3 meetings held per annum to discuss Inns Court issues
				NP to hold twice yearly meetings with key	I	No	All NM staff/RSLs	Kurt James	March 2016	2 meetings held in May and November 2012

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				services to bring a team approach to service delivery to Filwood, Knowle and Windmill Hill.						
				Deliver a minimum of 4 Days of Action and/or Community Clean Ups	I	Yes	NM staff	Neighbourhood Management Team	March 2016	4 Days of Action and/or Community Clean Ups
Funding	Ensure that Section 106 funding is spent.	Spending Section 106 Funds		NP to ensure that good decisions are made on existing section 106 agreement funding including making timely decisions on funding agreements expiring in 2013.	I	No	NPC	NP	Annual	Decision made on 2 section 106 agreements expiring April 2013
Traffic and Transport	Identify and implement highways, traffic and transport schemes.	Improving Highways, Traffic and Transport		Parking Services to provide enforcement plan for NP area.	I	No	NPC/Parking Services	Wayne Dewfall	Annual	1 Parking enforcement plan made available to NP
				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.	F	No	NPC/Highways	James Dowling	Quarterly	Highways and Traffic update reports delivered 25 September 2012, 8 January 2013 and 12 March 2013
				NP to ensure that it receives an update on the safer route to school for Redcatch Road/St John's Lane, Windmill Hill	F	No	NPC/Highways	James Dowling	Quarterly	Highways and Traffic update report on Safer Routes delivered to 8 January 2013 NP
				Work with Brislington NP to improve the safety of Priory Road, Knowle and Talbot Road, Brislington, and ensure that tonnage limits are adhered to.	F	No	NPC/Highways	James Dowling	Quarterly	Traffic management options developed for Priory/Talbot Roads.
				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.	F	No	NPC/Highways	James Dowling	Quarterly	Roads listed added to Minor Traffic Schemes prioritisation list.
				Ensure that the NP area has access to a good responsive Community Transport service	I	No	NPC/Highways	NO Team	Quarterly	1 NP wide Transport issues meeting held.
				NP to support and encourage the	I	No	NPC/Highways	Ed Minihane	Quarterly	Ed Minihane to provide NP with 1 update on 20 mph project progress.

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				introduction of 20 mph vehicle speed limits on residential streets in the NP area.						
Crime and Community Safety	Issues of crime and antisocial behaviour remain a challenge in FKW.	Reduce crime, the fear of crime and increase community confidence		Police to report on partnership efforts to reduce crime, including lower levels of crime, tackling ASB and the Drugs market twice each year.	I	No	NPC/Police	Inspector Nigel Colston	Biannual	6 Monthly report given to NP 25 September 2012 and 12 March 2013
				NP to agree the Community Safety Officer Delivery plan and ensure that all actions contained within it are achieved.	I	No	NPC/NO	Lloyd Allen	Annual	CSO Plan agreed 12 June 2012 CSO performance report given 12 March 2013
				Monitor No Public Drinking Zone for Filwood (including Melvin Square, The Mede, Filwood Broadway, Newquay Rd, Leinster Ave.)	I	No	NO/Police	Inspector Nigel Colston	Quarterly	No drinking zone implemented across the NP area
				Reduce burglary (Including domestic, dwelling & non-dwelling in hotspot areas across the Brislington NPA	I	No	NO/Police	Lloyd Allen	Quarterly	
				Fly-tipping - Novers Park Road, Filwood (RoA) (map)	I	No	NO/Parks	Lloyd Allen	Quarterly	
				Fly-tipping – Gerrard Close, Inns Court, Filwood (RoA)	I	No	NO/Knightstone Waste and Street Scene	Lloyd Allen	Quarterly	
Community development and Engagement	Not enough residents in FKW know about or are involved in the NP area.	Produce a communications and community engagement plan for FKW.		NP to significantly improve local residents knowledge of and engagement with the NP, Neighbourhood Forums, and residents ability to influence its decisions.	F	£21,000	NPC	NO/CD	Annual	1 Community Involvement and Communication plan produced
				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.	I	No	NPC/KWMC	NO Team and partners	Each Knowledge edition 5 x per annum	1 Community Involvement and Communication plan produced
				NP to improve its local voluntary sector communication and engagement.	I	No	NO/CD	NO Team	As the need arises	1 Community Involvement and Communication plan produced
				NP to monitor revamped Knowledge Community Newsletter that is better able to campaign within the existing Neighbourhood Management area.	I	No	NPC/KWMC	Kurt James	Biannual	1 Knowledge workshop held. New design agreed.

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Community Buildings and Facilities	Ensure that local community organisations are well supported.	Supporting Community Assets in FKW		Supporting the recruitment of new management committee members for Knowle Community Centre	I	No	NPC/CD	Kurt James	December 2014	
				Supporting Knowle Community Centre to increase their income and usage levels	I	No	NPC/CD	Kurt James	December 2014	
				Supporting the recruitment of new management committee members for Filwood Community Centre	I	No	NPC/CD	Kurt James	December 2014	
				Supporting Filwood Community Centre to increase their income and usage levels	I	No	NPC/CD	Kurt James	December 2014	
				Supporting the asset transfer of Eagle House Youth Club	I	No	NPC/CD	Kurt James	December 2014	
Education	Address low educational attainment levels.	Raise Educational Aspirations		Deliver the Endeavour: Raising Aspirations Project (RAP) in Christ the King Primary School, Filwood with Ablaze and BCC CYPS.	F	£1,000	NPC	Kurt James/ Anne Peachey	Annual	SLA signed between Christ the King and Ablaze to deliver RAP starting September 2012
				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	F	No	NPC	Kurt James	Annual	Agreement reached with BCC to support an introduction to democracy project with delivery across 2012-13 academic year
Employment, Training and Economic Development	Address low employment levels in FW.	Raise Levels of Employment		BCC Economic Regeneration to hold one Job Fair in South Bristol.	I	No	NPC/Econ Regeneration	Sarah Morrison	Annual	1 Jobs Fair held in South Bristol
				Connect South Bristol with Major Projects	I	No	NPC/AM	Ruth Wilmshurst	March 2015	
Equalities, Community cohesion and Active Citizenship				NP to ensure that it delivers its duty on Equalities, and works towards eliminating discrimination, narrowing inequality and promoting good relationships.	I	No	NPC/AM	CD	March 2015	1 NP Equalities Training session held.
Health and Wellbeing	Poor health indicators in Filwood	Improve Health and Wellbeing		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.	I	No	NPC	Gill Brookman Kate Roberts	March 2015	Public Health to deliver 1 Health Improvement Plan update presentation to NP
				Support the delivery of Annual Filwood Gets Fit activities programme.		£1,000	NPC/NO/CD	NPC	August 2015	
				Increase the number of	I	No	NO/CD	NO Team	March 2016	1 volunteering campaign delivered

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				residents volunteering in Filwood.						
				Deliver a reducing isolation project for targeted at elderly residents of Filwood.	I	No	NO/CD	Councillors	March 2016	1 multi-agency action plan produced on reducing isolation
Housing, Planning and Major Projects	Planning and Development	Ensure that the Knowle West Regeneration Framework is finalised and delivered		NP to ensure that the Knowle West Regeneration Framework is completed	I	No	NPC/Major Projects	NP	March 2020	Completed Regeneration Framework presented to the NP
				NP to ensure that land on Filwood Broadway is put on the market to start the regeneration of Filwood Broadway.	I	No	NPC/Major Projects	NP	March 2016	Developers brief published for site 1 on Filwood Broadway
				NP to ensure that a high quality park is delivered in the redevelopment of Filwood Park	I	No	NPC/Major Projects	NP	March 2016	HCA to deliver updated presentation to NP on Filwood Park.
				NP to ensure that suitable developers are selected for Kingswear and Torpoint development	I	No	NPC/Major Projects	NP	March 2016	Development partner selected for Kingswear and Torpoint.
				NP to ensure that good community development principles underpin resident involvement in the Regeneration Framework as it moves forward.	I	No	NPC/Major Projects	NP	March 2016	NP agrees regeneration Community Development approach with Major Projects.
Neighbourhood Working	Dog Fouling identified as a priority NW working issue.	Determine the scope and scale of the problem and deliver activities to address them		Determine the scale and locations of the issues. Recommend 2/3 hotspot areas	I	No	NO/PCSO	Lloyd Allen	September 2015	No messes highlighted, No FPNs, No owners spoken to, No positive comments
				Target selected hotspots with education and enforcement campaigns	I	No	NO/PCSO	Lloyd Allen	September 2015	
				Ensure cleansing carrying out contractual maintenance and responding to requests to clear	I	No	NO/PCSO	Lloyd Allen	September 2015	
				Area wide awareness raising	I	No	NO/PCSO	Lloyd Allen	September 2015	
	Obstructive and Dangerous Parking identified as a priority NW working issue.	Determine the scope and scale of the problem and deliver activities to address them		Determine the scale and locations of the issues. Chose roads with 3+ cars parked obstructively and where parked dangerously.	I	No	NO	Lloyd Allen	September 2015	Number of FPNs and PCNs.
				Target selected hotspots with education and enforcement campaigns	I	No	NO	Lloyd Allen	September 2015	
	Littering and Fly tipping identified	Determine the scope and scale of the		Determine the scale and locations of the issues.	I	No	NO/Waste and Street Scene	Lloyd Allen	September 2015	No. residents involved:

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	as a priority NW working issue.	problem and deliver activities to address them		Recommend 2/3 hotspot areas						
				Target selected hotspots with education and enforcement campaigns	I	No	NO/Waste and Street Scene	Lloyd Allen	September 2015	
	Drug and Alcohol Issues identified as a priority NW working issue.	Determine the scope and scale of the problem and deliver activities to address them		Determine the scale and locations of the issues	I	No		Lloyd Allen	September 2015	No. residents involved:
				Target selected hotspots with education and enforcement campaigns	I	No		Lloyd Allen	September 2015	
	Speeding identified as a priority NW working issue.	Determine the scope and scale of the problem and deliver activities to address them		Determine the scale and locations of the issues. Recommend 2/3 hotspot areas	I	No	NO/Police	Lloyd Allen	September 2015	No. residents involved:
				Target selected hotspots with education and enforcement campaigns	I	No	NO/Police	Lloyd Allen	September 2015	
				Infrastructure changes	F	No	NO/Police Highways	Lloyd Allen	September 2015	
	Activities for Young People identified as a priority NW working issue.	Determine the scope and scale of the problem and deliver activities to address them		Audit activities and facilities available	I	No	NPC/LPW/BYL	Lloyd Allen	September 2015	No. young people involved:
				Review and improve marketing	I	No	NPC/LPW	Lloyd Allen	September 2015	
				Gap analysis	I	No	NPC/LPW	Lloyd Allen	September 2015	
	Rat Running identified as a priority NW working issue.	Determine the scope and scale of the problem and deliver activities to address them		Determine the scale and locations of the issues - determine if speed or level of traffic is the issue	I	No	NO/Highways	Lloyd Allen	September 2015	No. residents involved
				Make streets less attractive for rat running	I	No	NO/Highways	Lloyd Allen	September 2015	



Filwood Knowle and Windmill Hill Neighbourhood Partnership
Well-Being Fund Application Form

Please refer to guidance notes

Section A contact Details

1. Your details:

Name of your group or organisation:

Contact Address:

Post code:

Telephone number:

E-mail address:

Name of the contact person within your group or organisation:

2. Please tell us briefly about your group or organisation: What do you do?

Section B About the Project

3. What area of the Neighbourhood Partnership do you plan to work in?

4. What is the name of your project

5. About the project: Please tell us about the piece of work you are asking us to fund and who is the project aimed at:

a. Description of what your project hopes to do: (please use additional pages if it is important that you give as much detail as possible)

b. Who will benefit from your project?

c. How are you going to involve the wider community with your project?

d. How are you going to advertise your project? Can you help to advertise the Neighbourhood Partnership and the Wellbeing fund at the same time?

6. When will the piece of work take place?

Start date: End date (if applicable):

7. Why is your project is needed? – Please also state how you have consulted with your client group

Section C Impacts of the Work

8. Impact of your piece of work

Please state how your project will impact on our Neighbourhood Partnership Action Plan/ Priorities – please be specific about the impact and how it will be recorded.

You must say clearly how your piece of work will make an impact on at least one the priorities below. If it impacts on more than one priority, please tell us about them all.

Priority	What impact will your project have? (e.g. 12 people to receive training, one community event with 150 attendees)	How will you record and evidence your achievements (this could be signing in sheets, copies of certificates, photos, case studies etc)
Community facilities		
Employment & economy		
Provision for young people		
Equalities & Community Cohesion		
Improving the health of residents including access to local services		
Communication & engagement		
Domestic abuse		
Transport, traffic & pollution		

8.b How many local people will benefit from this project?.....

Section D Equalities

9.a How will you make sure your project benefits/welcomes all relevant equalities communities in the Neighbourhood? (older people, young people, black and minority ethnic people, lesbian, gay and bisexual people, disabled people, women or other disadvantaged groups)? Please tell us as much as you can, you can attach additional sheets of paper if you need to.

You will need to monitor equal opportunities, on your final evaluation.

Equalities Groups	Any way in which your project benefits people from these groups
Women	
Young people	
Older people	
Black and minority ethnic people	
Disabled people	
Lesbian, gay, bisexual people, transgender people	
People with religion or belief	
Other groups (for example: ex-offenders; single parents; substance users, current or ex; men's groups)	

9.b The Well Being Grant is devolved to the Neighbourhood Partnership by Bristol City Council and as such must contribute towards our equality duties, please say how this project will contribute towards at least one of the following:

Equalities Duty	How your project will contribute	How you will describe /measure this
Eliminate Discrimination		
Promote equality of opportunity between different groups		

Foster good relations between people from different groups		
---	--	--

It is important that you consider this thoroughly. Please use additional pages if you need to explain how this will happen.

Section E Finance

10a How much are you asking for?

Please set out a breakdown of the total cost of your piece of work, showing us which items you are asking us to fund and which are being funded from another source.

Item	Cost	Please tick if you are asking for us to fund this item. If you have match funding to pay for this resource please say where it is coming from (eg reserves, Lottery, Quartet)
Total Cost		

10b. Have you applied for funding anywhere else for this project? E.g. to any other funder or Neighbourhood Partnership - Y / N

If yes please provide details:

11. If you are awarded less money than you are asking for will your project/piece of work be able to go ahead? If it will explain briefly how:

12. Volunteer time: Please tell us how many volunteers will be included in the delivery of this project, and calculate the monitory value as match funding

Number of volunteers	Number of hours per session	Number of sessions/weeks	Total volunteer time	Match funding by volunteers Multiply by £11.06
Eg:1xcook	Eg:5 hours per week	40 sessions	160	160x11.06 = £1769

		Grand total		

13. Does your organisation have the following policies/documents, if so please enclose with your application:

- | | |
|--|------------|
| 1. A formal constitution (set of rules for your group), | Y/N |
| 2. An Equal Opportunities Policy | Y/N |
| 3. A Health and Safety Policy | Y/N |
| 4. A Safeguarding Policy (this is required if you are working with Children and Young People or Vulnerable People) | Y/N |
| 5. Public Liability Insurance - this may also be required if you are working with the general public. | Y/N |



Section F Payment Details

14. Does your group have a bank/building society account and do cheques have to be signed by two Signatories		Y/N
If your answer is YES to 13.1 and 14 please complete the box below and move on to question 15		
If one or both of your answers to 13.1 and 14 is NO please go to question 15		
Please give us the details of this group's Bank/Building Society Account into which we should pay a grant if you are successful	Name of Account: Bank/Building Society: Branch: Account Number: Branch Sort Code:	

15. IF you answered No to either questions 13.1 or 14, we will want to pay your grant through a formally constituted group if your application is successful. Please tell us below which group will receive a grant on your behalf for this piece of work.	
Name of the group:	Address:
Please give us the details of this group's Bank/Building Society Account into which we should pay a grant if you are successful	Name of Account: Bank/Building Society: Branch: Account Number: Branch Sort Code:
Please ask Two people from this Group (the Chair of the Group or the Group's Treasurer or Chief Executive) to sign below to confirm that they are willing to receive the Grant on your behalf plus one other per	
I confirm that my group has agreed to receive a Neighbourhood Partnership Grant on behalf of this group.	
Name:	
Group/Organisation:	
Signed:	Date:
Position:	
Signed:	Date:
Position:	

16. Conflict of interest: Do any of the trustees or anyone on the management committee of your organisation have any financial, property or other interests, which will benefit as a result of this application? **Yes/No**

DECLARATION:

I declare that there is no link between the group/organisation and the persons who have given quotations for the items listed in this application

Or

There are links between the group/organisation and the persons who have given quotations for the items listed in this application and those links are (please describe):

17. Signature of person submitting the form:

Signature:

Name:

Date:

Position in the group or organisation:

18. For organisations with a Management Committee: Signature of the Chair of the Management Committee (or another member of the Management Committee if the Chair is completing this form). If you are not a formally constituted group, this application must be signed by another member of your group:

Signature:

Name:

Date:

- Read the Guidelines
- Answered every question
- Enclosed a copy of your constitution
- Enclose any other relevant information (e.g. Health and safety policies, risk assessments, Safeguarding Policies, public liability insurance.)
- Completed details of your bank account
- Signed the form and have it countersigned
- If necessary, obtained the details and signature of a constituted organisation to receive your grant on your behalf if you are successful

Please return completed form to:

Neighbourhood Partnerships, 3rd Floor Brandon Wing, Brunel House, St Georges Rd,
Bristol, BS1 5YU

or

Neighbourhood.Partnerships@bristol.gov.uk

Grant Deadlines and NP decision dates:

Application Deadline	Decision Date
5pm, Friday 22 August 2014	Tuesday 23 September 2014
5pm, Friday 12 December 2014	Tuesday 13 January 2015
12 noon, 19 February 2015	Tuesday 6 February 2015

Decisions regarding the Wellbeing Grants will be considered at the Knowle, Filwood & Windmill Hill Neighbourhood Partnership. Projects cannot be started before confirmation that a grant has been awarded.

Please Note: that each round is dependent on funding still being available. It is the right of the panel to cancel deadline dates when all grant funding has been allocated

Neighbourhood Partnership Team

If you need help or have a query, please feel contact the Neighbourhood Partnership Team
Email: neighbourhood.partnerships@bristol.gov.uk

Appendix 07 03

Bristol 2015 Neighbourhood Partnerships Fund (Green Capital Projects) – Overview for NPs

The Bristol 2015 Neighbourhood Partnerships Fund is the first of three Bristol 2015 grant-funding opportunities, collectively worth £2m, to be launched this summer. This is divided into:

1. £250k Bristol 2015 Neighbourhood Partnerships Fund – money allocated through NPs with an initial £10,000 available to each NP (already launched)
2. £250k Bristol 2015 Small Grants Fund - individual grants of up to £10,000 supporting projects that are citywide, multi-neighbourhood, or do not fit easily into a neighbourhood structure (launched in July)
3. £1.5m Bristol 2015 Strategic Grants Fund – funding of £25k – £50k for larger strategic projects (launched in August)

How much is available to NPs?

The Bristol 2015 NP fund is £250k. Initially, £10,000 has been allocated to each NP. The remaining £110k will become available when NPs have allocated / spent the initial £10,000 and will be focussed on areas of greater need and areas with additional ideas and projects.

What is the funding for?

The aim of the fund is to enable local groups to launch events and projects that will help change attitudes and behaviour towards sustainable living, and to enable every neighbourhood in the city can play an active part in identifying and delivering projects for Bristol's European Green Capital year.

The funding is aimed at projects which deliver against one or more of the following priorities:

- Increasing people's access to affordable, healthy, sustainable food
- Enabling more people to access affordable energy
- Inspiring and educating people about nature and how to care for it
- Providing activities and initiatives that help people re-use, repair, and share materials
- Helping people discover more sustainable transport (e.g. walking, cycling or public transport)

Please note that there is no expectation that the project will meet more than one priority.

How will the funding be allocated?

Neighbourhood Partnerships will decide how this funding is allocated. The decisions are made at Neighbourhood Partnership meetings by the whole NP.

An application form and guidance notes have been produced for local groups to apply for the funding from their Neighbourhood Partnerships.

Neighbourhood Partnerships may also want to proactively allocate their funding to activities in their neighbourhood where there is a clearly identified need or to enhance existing activities for Green Capital year (i.e. without a group applying through the application process).

Is there an upper limit to the amount of funding groups can apply for?

No. Neighbourhood Partnerships could specify this if this is appropriate to the neighbourhood. It is worth noting that if organisations want larger grants, they may be eligible for the £250k small grants fund for grants of up to £10,000 per grant, which is being launched in July. The application process for the larger grants will be similar and the applications can be passed between the grants funds.

What are the timescales?

Bristol Green Capital year commences on 1st January 2015. The programme of activities funded by the Neighbourhood Partnership fund should take place between 1st January 2015 and 31st December 2015, with activities spread out throughout the year across Bristol.

Neighbourhood Partnerships may want to consider inviting applications as soon as possible to fit in with the Wellbeing funding, and to run the Bristol 2015 fund alongside the Wellbeing process. We are encouraging NPs to start make decisions about this funding at their September/October meetings. After the September/October meetings, the additional £110k of funding will be considered again.

Your Neighbourhood Partnership (NP) is requested to consider whether tree planting should become a priority in your Neighbourhood. You may decide tonight or request further information before deciding later in the year. Please communicate any decision or request to Richard Ennion (Bristol City Council).

Dear Neighbourhood Partnership,

In case you are not aware of Bristol's TreeForum; we are made up of hundreds of volunteers, councillors, officers and representatives from other bodies like the Universities. Our aim is to increase the tree cover of Bristol because recent studies show how important trees are to the health of residents in a city. Trees reduce air pollution, flood risk and the dangerous effects of summer heat-waves. Trees do have some downsides but nowadays these can be managed. Studies show the benefits of trees often outweigh the costs by five to one or more.

The TreeForum has been working on your behalf, behind the scenes, for some years now; securing developer contributions (S106 money) and working with the Council to come up with some simple and relatively inexpensive tree planting approaches. These are now ready and we can submit these new approaches to you if you wish.

You should note that there is no longer any available funding in the council specifically for new and replacement trees (including dead street trees and stumps). In light of this we are asking your NP to consider using devolved funding in the future to invest in trees in your neighbourhood. You may already have s106 contributions allocated for tree planting, and the Mayor's PiPS scheme may be planting trees in your area, you may also wish to allocate funds from your well-being fund. But some other sources will be easier to access if your NP decides that tree planting is to become one of your NP's Priorities. These other sources include BGC2015's initial tranche of £10,000, centrally sourced sponsorship, plus help in setting up local initiatives which NP3 (Henleaze Stoke Bishop and Westbury on Trym) and NP6 (Bishopston Cotham and Redland) are running pilots this year.

So I am writing to you to ask your NP to formally consider making trees a priority for your Neighbourhood. There is no urgency as we couldn't cope with all the remaining NPs signing up at once but if you do it will make it easier for you to improve the look of local streets, shops and parks.