



MY NEIGHBOURHOOD

AGENDA ITEM NO: 12

**Filwood Knowle and Windmill Hill Neighbourhood Partnership
Tuesday 12 January 2016**

**Report of: Andrew McLean
Title: Business Activities Report**

Recommendation:

- 1. Wellbeing applications:** The Neighbourhood Committee is asked to approve Wellbeing applications received since April 2015
- 2. Section 106 & Community Infrastructure Levy** – the Neighbourhood Partnership is asked to approve the process for the future allocation of S106/CIL funds
- 3. Future NP dates** – the NP is asked to approve meeting dates for 2016/17
- 4. Community Asset Transfer** - Filwood Community Centre & Springfield Allotments site

For information:

- 5. Tree Champion update** – the Neighbourhood Partnership is asked to note the contents of the Tree Champion update
- 6. Neighbourhood Forum and other resident engagement**
- 7. Neighbourhood Partnership Sub Groups update**

8. Marksbury Road Library community event

9. Joint Spatial Plan and Joint Transport Study – the Neighbourhood Partnership is asked to note future consultation activities

10. Citywide Conference report

11. Voluntary & Community Sector grant funding consultation – the Neighbourhood Partnership is asked to note and promote the city council consultation exercise

12. Neighbourhood Partnership’s Communication Strategy

13. Green Capital Arts update

14. Cycling Ambition route

**1. Wellbeing Applications:
Balance of Wellbeing funding**

The Neighbourhood Partnership is asked to approve the round 3 recommendations. See below summary applications along with the panel recommendations.

Filwood Wellbeing Applications

Organisation	Purpose of Application	Recommendation	Amount Requested
Imperial Knowle West Karate Club	teaching of Karate in a controlled environment	160	350
Filwood Tea Dance Club	Christmas celebration and a year of dancing	250	500
Read Easy South Bristol	Read Easy South Bristol Reading Resources	175	345
Volunteering Matters	Healthy play	0	1,710

Organisation	Purpose of Application	Recommendation	Amount Requested
The Cookery School & Kitchen CIC: Square Food Foundation	Knowle West Lunch Club	0	2,000
Knowle West Media Centre	Silver Screen	200	680
Total		785	5,585
Remaining balance £0			

Knowle Wellbeing Applications

Organisation	Purpose of Application	Recommendation	Amount Requested
Windmill Hill City Farm	workshops in Redcatch Park	350	350
Total		350	350
Remaining balance £1,014			

Windmill Hill Wellbeing Applications

Organisation	Purpose of Application	Recommendation	Amount Requested
TRESA (Totterdown Residents Environmental and Social Action)	support and celebrate our multicultural community with a multicultural storybook	1000	1,600
Windmill Hill City Farm	40th year celebrations	650	650
Windmill Hill Community Orchard Association	Orchard Summer Fete	820	820
Total			3,070
Remaining balance £5,266.87			

2. Section 106 & Community Infrastructure Levy

Following a discussion at the September 2015 Neighbourhood Partnership meeting, it was agreed that time limited task group be organised to explore future processes for the allocation of potential Section 106/Community Infrastructure levy funds.

The task group met on Monday 30th November 2015 and are proposing the following process:

1. Publicise the availability of development monies and the collection of ideas from the public, community groups etc. This process will run on a continuous basis.
2. The Neighbourhood Partnership webpage and future social media platforms will promote information on the process and will also include information on the cost of items Neighbourhood Partnerships have funded in the past. For example, installation of park benches, purchasing of street planters etc.
3. The closing date for the receipt of proposals will be three months prior to the Neighbourhood Partnership meeting where recommended ideas/proposals will be agreed by the Neighbourhood Committee.
4. A S106/CIL panel from the Neighbourhood Partnership will oversee the 'sifting' process to whittle down the received proposals. The 'sifting' will be carried out in two phases. The first phase will involve removing impractical proposals and proposals that are not in line with current Neighbourhood Partnership priorities. The second phase will involve proposals that are too expensive – ball park/headline costings will be required for all proposals that go forward as recommendations to the Neighbourhood Partnership meeting.
5. Proposals are submitted to the Neighbourhood Partnership for Neighbourhood Committee approval.

3. Future NP dates

The Neighbourhood Partnership is asked to approve the meeting dates and Wellbeing deadlines for April 2016 to March 2017

Neighbourhood Partnership dates and Wellbeing deadlines

Ward	Date	Time	Venue	Wellbeing Deadline
Windmill Hill	22 June 2016	6pm – 8pm	Windmill Hill Community Association	Friday 13 May 2016
Filwood	21 September 2016	6pm – 8pm	Knowle West Media Centre	Friday 26 August 2016
Knowle	7 December 2016	6pm – 8pm	Knowle Community Centre	Friday 11 November 2016

Windmill Hill	8 March 2017	6pm – 8pm	Victoria Park Baptist Church	Friday 10 February 2017
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Neighbourhood Forum dates

Ward	Date	Time	Venue
Filwood	4 May 2016	7pm – 9pm	TBC
Windmill Hill	11 May 2016	7pm – 9pm	TBC
Knowle	24 June 2016	7pm – 9pm	Knowle Community Centre
Filwood	3 August 2016	7pm – 9pm	Inns Court Centre
Windmill Hill	7 September 2016	7pm – 9pm	Victoria Park Bowls Club
Knowle	16 September 2016	7pm – 9pm	Redcatch Community Centre
Filwood	9 November 2016	7pm – 9pm	Filwood Community Centre
Windmill Hill	16 November 2016	7pm – 9pm	Victoria Park Baptist Church
Knowle	25 November	7pm – 9pm	Redcatch Community Association
Filwood	1 February 2017	7pm – 9pm	Eagle House Community Association
Windmill Hill	22 February 2017	7pm – 9pm	Victoria Park Baptist Church
Knowle	28 February 2017	7pm – 9pm	Knowle Community Centre

4. Community Asset Transfer

Report from John Boss (Community Assets Manager)

New Lease for Filwood Community Centre, Barnstaple Road, Filwood, BS4 1JP

BACKGROUND

Community in Partnership Knowle West (CIPKW) have managed the Filwood Community Centre since 2010 and their lease has recently expired. The council requires CIPKW to seek a new lease under its Community Asset Transfer Policy. They have submitted an expression of interest and a business plan that meets our requirements. CIPKW are also in the process of providing evidence that it fully meets the pre-VISIBLE quality standard, which is one of the council's conditions for a new Lease.

The facility is well used, with regular tenants and bookings, particularly for the hall. We know there to be continued demand for lettable spaces for community use in Filwood and the centre does not compete with neighbouring facilities. CIPKW requires an up-to-date Lease, in order to apply for certain types of external funding.

PROPOSAL

The council proposes to grant a new 10 year Lease to CIPKW, with a break clause operable after year 2. The tenant will be responsible for all outgoings associated with the property and for repairing and insuring the property. The Lease will be subject to a Service Agreement, which will set out a range of services that Filwood CIP will need to deliver each year from the premises. The rent will be abated to a peppercorn for as long as the Service Agreement is complied with.

PROCESS

The Filwood, Knowle and Windmill Hill Neighbourhood Partnership is asked to make any comments on the proposed CAT, either in support or against, and to briefly set out the grounds for its views. Officers in the Community Assets Team will then prepare a report for the Service Director Property, who will make a final decision on the proposed CAT.

For further information, please contact John Bos on 903 6440 or Judy Preston on 352 1808.

New Lease of part of the Springfield Allotments site, Andover Road, BS4 1AL to Knowle West Health Association

BACKGROUND:

- This application is for part of the Springfield Allotments, a statutory allotment site that has been in use for more than 70 years.
- The overall site is divided into several parts; this application relates to the north-east part which covers approx 1.3 acres (plot C on the attached plan).
- The property consists of gently sloping grassed areas, a small orchard, a wildlife pond, and land used for food growing purposes, including two poly tunnels, some chicken coops and bee hives.

- KWHHA has already managed this plot as the "Let's Grow community allotment" for the past 4 years on a concessionary basis, under temporary agreements. KWHHA has an excellent track record in managing this allotment land.
- The project is a great success and has won several awards since it opened. It offers both volunteering opportunities and food products for use in the Knowle West Community Kitchen project. Let's Grow is also an important educational 'tool' for residents of all ages and helps to bring together other social and community projects in the area.
- The land is separated from the adjoining houses in Andover Road/Stockwood Crescent by a tall, metal fence. KWHHA will be responsible for fencing the land from the rest of the allotment plots.

PROPOSAL:

- The council proposes to grant a new 10 year Lease to KWHHA, which will supersede the temporary agreement that currently covers the property.
- The Lease will be subject to a Service Agreement, which will set out a range of services that KWHHA will need to deliver each year from the property.
- KWHHA will be entitled to a significantly reduced rent for as long as the Service Agreement is complied with.
- KWHHA will be responsible for the upkeep of the land and for all outgoings associated with managing and operating it, including all repairs, maintenance and insurance.

PROCESS:

- The Filwood, Knowle and Windmill Hill Neighbourhood Partnership is asked to make any comments on the proposals, either in support or against, and to briefly set out the grounds for its views.
- Officers in the Community Assets Team and Allotments Team will then prepare a report for the Service Director Property, who will make a final decision on the proposed CAT as soon as possible.
- It is hoped that the Lease can be agreed by March and completed within 4 months.

For further information please contact:

John Bos: 0117 903 6440 or john.bos@bristol.gov.uk



5. Tree Champion update

Report from James Smith (Tree Champion)

- I will notify the next Neighbourhood Partnership (NP) meeting of the date(s) when the 3 standard trees, donated by Bristol University, will have been planted in the three empty tree pits.
- One Tree per Child, tree planting scheme has replaced the Tree PIPs scheme. The planting dates for this scheme are as follows:-
 - On Monday 7th December 386 one meter tall `whips` (2 year old trees) will be planted on Springfield Allotments site. I will be there to assist.
 - On 16th Dec/14th Jan/3rd March/9th March/22nd March `Whips`, as well as some larger trees, will be planted on selected sites in Filwood/Knowle/Windmill Hill/N P areas.

- A `nut trees` (Hazel/Sweet Chestnut/Walnut/ etc.) planting session, sometime in February 2016 will take place on Springfield's Allotment site, near the Roundhouse. I plan to assist with this.
- 39 Poplar trees, along Creswicke Road, was at risk of being felled, the tree officer, responsible for this area prevented this happening.

6. Neighbourhood Forum and other resident engagement

Report from Lloyd Allen (Neighbourhood Officer)

Earlier in 2015, the Neighbourhood Management Service carried out a 'stocktake' of the Neighbourhood Forums for our Neighbourhood Partnership (NP). We wanted to know what works well, what doesn't, what we could do differently to engage more people and ultimately to look at the best ways to encourage more people to be involved in their community. There was some really useful feedback and suggestions. Since then, there seems to have been some positive change in some Neighbourhood Forums, less so in others. Of particular note has been the increased number of Windmill Hill residents taking part in their community through the Neighbourhood Forums. The 'theming' of the meetings has brought more interest and provided more opportunities for residents to connect and have their say. We've had sessions where most of the time has been taken up with topics such as the Bedminster East residents parking scheme and the Bristol Arena. In Filwood we had some success in increasing the number of venues used, and in some meetings the numbers have been very few. In Knowle, for most sessions, we have had a steady number of the regular residents coming to have their say.

I've (Lloyd Allen) been the Neighbourhood Officer for the NP for over a year now. The position I find myself in is almost carrying out three roles at the Neighbourhood Forums (of which I used to do one). It takes a lot of energy and ultimately reduces the amount of time I have available for other engagement work in the area. I've had a look at the different ways in which Neighbourhood Forums are run across the city. In other areas, residents are involved in helping to organise, run, setting agendas, publicising and in some cases chairing. It would be fantastic if the Neighbourhood Forums in our NP could be more owned by residents for residents. As part of the NP, if you would be interested in helping out, either practically on the day of the meetings, or helping with ideas around publicising or setting the agenda, or whether you have ideas about how to encourage more residents to get involved with the NP, please let me know.

7. Neighbourhood Partnership Sub Groups update

Environment sub group

Report from Lloyd Allen (Neighbourhood Officer)

13 people took part in the first meeting of the group on 17 Nov 2015. It was a productive meeting and we were able to have a useful discussion on the role of the group as well as determine how decisions and recommendations would be made up by the group.

The sub group will:

- Look at progressing waste and environmental issues from the NP plan
- Keep an eye on any grounds maintenance issues and ensure they are reported directly
- Make recommendations on potential section106 and Community Infrastructure Levy funding when available. The Neighbourhood Committee to have the final say on expenditure (as normal)
- Help generate 'clean and green' spending proposals
- Consider how potential developments might have an impact on the area

At the next meeting:

- The area green space plan will be reviewed
- Looking at the waste and environment issues of the NP plan
- Looking at the potential impact of the 'Bedminster Green' development
- Hopefully be able to consider plans for the cycle quietways
- Fly tipping in parks
- Put together a terms of reference for this group

Feel free to get involved. In particular it would be great to get some support to help with the meeting, whether that be chairing or helping run the meetings, or helping to set agendas etc. Get in touch with Lloyd Allen for more info.

The next meeting is Wednesday 17 Feb 2016 – 19:00-20:30 at Victoria Park Baptist Church.

Highways Sub Group

Over the past six months the Neighbourhood Partnership has been exploring levels of interest in the forming of a Highways sub group. The inaugural meeting of the Highways Sub Group will be Wednesday 24 February at 19:00 – 20:30 at venue to be confirmed

8. Marksbury Road Library community event

Report from Magdalena Kowalik-Malcolm (Community Development Officer)



The Friends of Marksbury Road Library group decided to organise activities in the library that would attract Polish and English speaking families and that would create an opportunity for the whole local community to learn more about a Polish custom. They asked Magda, Bristol City Council Community Development Officer to help them in planning and promoting it. Together they hosted two Christmas decoration making workshops in November and on 5th of December 2015 they organised a St Nicholas Day/Mikołajki Party with Santa Claus, gifts for every child, traditional food, Carol singing and a story time. South Bristol Toy Library set up a play area for the younger children. All three events attracted over 120 local residents from Bedminster, Knowle West & Windmill Hill.

If you would like more community events in the library then join the Friends of Marksbury Road Library group.
Email: sarahmurch2@gmail.com

For any resident local to the Malago and Marksbury area who is interested in sharing a story or wanting to get involved in their local neighbourhood, please contact Magda on 07824086829 or email Magdalena.kowalik-malcolm@bristol.gov.uk

9. Joint Spatial Plan and Joint Transport Study

Report from Colin Chapman (Local Plan Team Manager)

The four local authorities in the West of England are seeking the views of local communities in drawing up a plan to steer new housing and jobs growth over the next 20 years. The Joint Spatial Plan being prepared by Bath and North East Somerset, Bristol City, North Somerset and South Gloucestershire Councils will identify:

- the amount and broad locations of new homes and employment land to be planned for up to 2036;
- the transport and other essential infrastructure that will be required to support housing and jobs growth.

To begin the process of involvement the Councils are consulting on the Joint Spatial Plan Issues and Options document.

To inform the Joint Spatial Plan and future transport strategies for the area, the Councils are also preparing a Joint Transport Study. This will identify the key transport issues affecting the West of England over the next 20 years and the transport solutions needed to address them. Comments are being sought on the Councils' initial ideas.

The closing date for comments on this stage of consultation is 29 January 2016. There is information on the consultations at www.jointplanningwofe.org.uk and copies of documents will be available in local libraries. An event for Bristol's Neighbourhood Partnerships to find out more and discuss the consultations is being planned.

Lunchtime roadshows are being held during December and January in which planning and transport officers will be on hand to provide information and answer questions about the consultation.

Programme of roadshow events

Venue	Date	Event time
Bristol Central Library, College Green, Bristol, BS1 5TL	Wednesday 2 nd December 2015	12noon – 2pm
The Hub, Unit 1 Fedden Buildings, Gainsborough	Thursday 3 rd	12:30pm – 2:30pm

Square, Lockleaze, Bristol, BS7 9FB	December 2015	
Hartcliffe Library, Symes District Centre, Peterson Avenue, Hartcliffe, Bristol BS13 0BE	Wednesday 9 th December 2015	11am-1pm
Withywood Centre, Queen's Rd, Withywood, Bristol BS13 8QA	Tuesday 5 th January 2016	12noon – 2pm
Neighbourhood partnership Briefing Bristol City Council, Brunel House, St Georges Road, Bristol, BS1 5UY	Wednesday 6 th January 2016	18.30 to 20.30
Arnos Manor Hotel (The Chapel), 470 Bath Rd, Brislington, Bristol, BS4 3HQ	Thursday 7 th January 2016	12noon – 2pm
Bristol Central Library, College Green, Bristol, BS1 5TL	Wednesday 13 th January 2016	12noon – 2pm

10. Citywide Conference report

Report from Hayley Ash (Area Neighbourhood Manager)

Over 80 people took place in the 2nd Citywide Np Conference, energetic discussions took place covering many subjects, such as Street, community plans, Communications, Community Charter, again a very lively debate with the general consensus that they would be a great idea for Bristol City Council and youth inclusion which was led by young people

A full report will be written once the evaluation surveys have been returned and the working group have met mid-December.

Several people did how to speak on the radio training and spoke on live radio at the event. Each NP will have a chance to take part in a breakfast show between now and Xmas and we have contacted all those who did the training to set this up. Those NPs which did not have anyone take the training have also been offered a slot via their NPC.

11. Voluntary & Community Sector (VCS) grant funding consultation

Report from Jane Houben (Investment and Grants Manager)

The Council currently invests over £18m in the voluntary and community sector (VCS) each year through grants, rate relief and reduced rents and leases on council-owned buildings.

People from the council and the VCS have agreed that we need to focus the council’s grant investment on tackling disadvantage in the city and we believe that by having a clear focus and by working better together, we can use this money more strategically and have a far bigger impact. We have worked together to design a new approach to grant funding. This will align up to £5m of revenue grant funding to make it work better for the people who need it most.

We are consulting on the proposed new approach from 16th November until 15th February. Our consultation will be with local voluntary and community sector organisations and other interested parties. Information and links to the consultation will be available from the council’s consultation finder: <https://bristol.citizenspace.com/>

12. Neighbourhood Partnership’s Communication Strategy

Report from Penny Germon (Area Neighbourhood Manager)

Further to the last city-wide event where Bristol City Council received feedback about how we can raise the profile of NP’s, the Neighbourhood Management Service has been working with the council’s Communications Team to clarify what can be done centrally and across the city to support the NP’s and what is better done by NP’s locally.

Below is an example of what can be provided by Bristol City Council and what could be best carried out locally.

Bristol City Council – citywide support for all NP’s	What could/should be done locally?
We can raise the profile of NP’s in general terms - key messages of getting involved locally, finding things out and connecting with people with shared concerns or interests. We can also promote the things that are fixed or known such as annual	Local NP’s know the local context and are in the best position to communicate with local people about local things. This cannot be done centrally. Different NP’s have prioritised this differently and have different assets available to them. How NP’s choose to do this is up to them. We do think there

<p>calendar of dates of meetings and contact details and we can provide a go to place for key documents.</p>	<p>are some basic ingredients which all NP's should be looking towards and we are keen to understand how we can support this to happen. NP's can use the Neighbourhood Budget to support communications.</p>
<p>Online presence</p>	
<p>BCC Website Ensure information about NP's is accurate and up to date with timely information about forthcoming meetings with appropriate web-links (e.g. community-run NP website).</p>	<p>Some NP's have their own websites maintained by the wider membership. Locally run websites can really help to illuminate the work of the NP, the people involved and show the NP in the context of the local area.</p>
<p>Facebook By March 2016 our aim is that all Neighbourhood Officers and Neighbourhood Partnership Coordinators will be able to communicate with NP Facebook pages using a professional page of their own. Some NO's or NPC's may be providing admin support to NP Facebook or Twitter pages but the key issue is that BCC staff are clear about when they are communicating on behalf of/in the name of the NP and when they are a BCC officer.</p>	<p>IMPORTANT Ideally all NP's have a Facebook page. Some NP's already have their own very successful pages. We appreciate this may feel daunting for some people -- <i>What support would your NP need to set up and run a Facebook page?</i></p>
<p>By Jan 2016 Neighbourhood Management Service (NMS) will have a Facebook page which will link up all the NP Facebook pages and give a city-wide overview and provide a channel for 'citywide' communication.</p>	
<p>Twitter By Jan 2016 there will be a NMS Twitter account which will be used to promote and support the work of the NP's and for citywide communications.</p>	<p>IMPORTANT really can help to raise the profile of the NP. Do you have someone locally who could be the Twitter person for the NP?</p>
<p>Paper</p>	

General NP promotion leaflet - Produce a city-wide leaflet about NP's aimed at people new to NP's to be used at citywide and local events where we are looking to spread the word and encourage people to join in.	Where NP's are looking to run a campaign, put out a publication outside of the remit/skills of the NO or NPC a budget will need to be identified or the publication could be produced by a member of the NP.
Summary of the NP Plan – leaflet for each NP area	
Meeting dates and contact details - Produce a publication in March with good local flavour giving meeting dates for the year ahead and contact details for each NP. It is still to be decided if this will be one publication, three (one for each of the areas North/ South/ East Central) or 14.	All NP's must agree their basic meeting schedule – NP meetings and forums or open meetings by December 2015 so that venues can be booked and publicity ready by mid-March for 2016-15.
Forum/meeting posters and one off events which can be designed by the NMS or where a specific budget has been identified.	Neighbourhood Officer resource or budget identified by NP.
Other	
Press and PR – We will raise the profile of NP's through regular news stories in key citywide publications.	Make available good stories.
Campaigns - Corporate communications will support key citywide NP campaigns over the year which will promote the NP's raise the profile of a specific issue and/or present a call to action. The priorities will be determined by the NP Plans. This will start in Jan 2016 with a general awareness raising campaign.	NP contributions to the campaigns – stories, voices and people willing to get involved.
General – As a service we are looking to improve our communications systems. We will be looking to upgrade our information storage and retrieval systems so we can make better use of online software including text messaging systems.	NP's are encouraged to develop a communication plan for the area you serve. This doesn't have to be a complicated piece of work but is about the NP thinking about how and with whom it communicates with and what can be

	done locally to make sure more people know about the NP.
Helpful products – Make available a range of useful products such as pop up banners which can be used anywhere in the city.	
Radio – links have been made with Ujima and BCfM radio stations and training is being made available for NP members.	What does your NP want to tell the people of Bristol or the people in your area? BCfm and Ujima are keen to hear from NP's.
Photos – develop a catalogue of good quality photos of NP activity and the people involved.	Take advantage of good photo opportunities. Photos are really important for good communications and this is often the most challenging part of communicating a good story.

Voting App

Knowle West Media Centre is in discussion with the Neighbourhood Management Service for the development of a resident 'voting app' as an additional tool to collect and quantify resident opinions on local issues.

It is anticipated that the Media Centre will pilot the voting app in two neighbourhoods. One will be in Knowle West and the other neighbourhood will be Locklease.

13. Green Capital Arts update

Report from Emma Williams (City Arts Programme Manager)



UPCYCLING | RECYCLING | REPURPOSING | FILWOOD | KNOWLE

The project: *'The Lost Toy Compendium'* has taken people on a journey of social archaeology to rediscover and repurpose the playable gems hidden among the forgotten “junk” lurking in attics, garages and sheds. Using play, story-telling and art, these re-discovered toy artefacts (from rusty bike wheels and old sledges, to dusty console controllers and forgotten Furbies) have been remixed and reborn as new participative games that bring everyday streets alive and build connections between people.

The artists: Knowle West Media Centre is an arts charity supporting individuals and communities to get the most out of digital technologies and the arts. Ludic Rooms is an arts organisation that creates interactive work using digital technology.

- **Worked with 9 artists**
- **Directly engaged 397 local residents**
- **Created three highly sharable videos, designed for social media channels, to inspire people to reuse old or broken toys instead of sending them to landfill**

14. **Cycling Ambition route**

Bristol City Council has won Cycling Ambition money from the Department for Transport. As part of this, a new high quality cycling route will be installed from the city centre down to Filwood Broadway. The project team will be engaging with people in the area in January 2016 to inform them about the route, and to understand how they would like the scheme to work. This is very exciting work, which should present a viable alternative to travelling into the city centre when complete.