

DISCLAIMER

The attached minutes are DRAFT minutes. Whilst every effort has been made to ensure the accuracy of the information, statements and decisions recorded in them, their status will remain that of a draft until such time as they are confirmed as a correct record at the subsequent meeting.



**FILWOOD, KNOWLE AND WINDMILL HILL
NEIGHBOURHOOD PARTNERSHIP
6.00 PM ON 12 MARCH 2013
AT KNOWLE COMMUNITY CENTRE,
GREENWOOD ROAD, KNOWLE, BRISTOL BS4 2SS**

PRESENT:

Ward Councillors:

| | |
|--|--------------------|
| Councillor Jeff Lovell and Chris Jackson | Filwood Ward |
| Councillors Gary Hopkins and Chris Davies | Knowle Ward |
| Councillors Mark Bailey and Alfred Havvock | Windmill Hill Ward |

Other members of the Partnership:

| | |
|------------------------|--------------------------|
| Les Bowen | Knowle Resident |
| Denise Britt | Filwood Resident |
| Ken Jones | Filwood Resident |
| John Scott | Knowle Resident |
| Ann Smith | Filwood Resident |
| Nancy Carlton | Windmill Hill Resident |
| Inspector Colin Salmon | Avon and Somerset Police |

Also Present:

| | |
|--------------------|---|
| Kurt James | Area Co-ordinator, BCC |
| Ruth Quantock | Democratic Services |
| Gemma Dando | Service Manager, Neighbourhood Partnerships |
| Neil Terry | BCC (Highways) |
| Sarah Brierley | South Bristol Community Hospital |
| Mary Savage | Knowle Resident |
| Stephen Potter | Bristol Green Party NP11 Group |
| Caroline Stevenson | Windmill Hill Resident |
| Maria Fannin | Windmill Hill Resident |

APOLOGIES: Pete Wood, BCC (for Item 6) and Judith Brown.

Item No:

1. WELCOME AND INTRODUCTIONS

The Chair, Councillor Hopkins welcomed everyone to the meeting and introductions were made.

2. MINUTES OF THE MEETING OF THE NEIGHBOURHOOD PARTNERSHIP HELD ON 8th JANUARY 2013

P12, bullet 4. Cllr Hopkins pointed out that he had said he would support the 20 mph speed limit scheme on all roads apart from Wells Road (not Broad Walk as stated).

Matters arising

All actions had been completed unless otherwise stated. The following comments were made:

a. Welfare Reform and Localised Taxations Support.

Holding a local agency Welfare Reform briefing and a Councillors briefing from Samantha Flowers had superseded a meeting with Matthew Kendall, Senior Benefits Policy Officer. A Cross Party Working Group had been set up by the Mayor to look at the significant impact these changes will have on the residents of Bristol.

It was agreed that Ward specific information on Filwood, Knowle and Windmill Hill be requested from Housing Benefits so that areas of greatest concern could be identified and raised by the NP.

Action – The Area Co-ordinator (AC) to request Ward specific information on Filwood, Knowle and Windmill Hill from Housing Benefits.

b. Community Safety Update.

A press release relating to the reduction in crime figures had still not been published in the local media to raise the profile of this good news story.

The Area Co-ordinator (AC) explained that unfortunately Pete Wood was currently unwell so unable to attend the meeting to

present item 6 Media Relations. It was agreed that this item be carried forward to the next meeting.

Action – The AC to re-schedule item 6 NP Media Relations to the next meeting.

c. Hartcliffe Road – Dip in road

Cllr Jackson indicated that he had been provided assurances from Martin Williams that a temporary repair would be done within 14 days of today.

d. Salcombe Road

No response had been received to the statement submitted to the Mayor which highlighted the money wasted when areas have been dug up, re-turfed and dug up again by companies doing ground works without communicating or coordinating with each other. It was agreed that a motion would be submitted to the full Council meeting to take place on Tuesday 19th March by the Cllrs on the NP.

Action – Cllrs on NP to submit motion to Council on 19th March.

e. Active Transport Funding

It was noted that the next round of bidding closes on 29th March 2013. The NP (and Knowle in particular) was encouraged to identify projects to be submitted as bids for this scheme.

Action - All

f. AC report – Neighbourhood Action Plan (Highways, Traffic and Transport)

A meeting had taken place with Wayne Dewfall and information had been requested on the number of parking enforcement cases which had taken place in relation to certain roads in the NP area. This information was still outstanding.

Action – AC to chase up Wayne Dewfall for parking enforcement information which had been requested.

g. South Bristol Household Recycling Centre

In view of the Mayors amendments to the budget, which had subsequently been agreed by Council, alternative proposals to

fund this project were currently being discussed by the Resources Committee (Cllr Hopkins is Chair of this Committee).

h. Devolved Services Report – S.106 update Filwood Broadway Children’s Playground

It was requested that on behalf of the NP a letter of thanks be sent to the Lord Mayor (Cllr Main) to thank him for giving up his time to officially open the Playground and to enter into the spirit of the occasion.

Action – AC to write a letter of thanks to the Lord Mayor on behalf of the NP.

i. AOB – Closure of Throgmorton Road for resurfacing work
Ken Jones raised a number of issues and concerns regarding the workmanship of some of the resurfacing work. It was agreed that a meeting would be arranged on site with Martin Williams.

Action – AC to arrange a meeting with Martin Williams on site.

THE NEIGHBOURHOOD PARTNERSHIP AGREED –

That the minutes of the meeting held on 8th January 2013 be agreed as a correct record and signed by the Chair, subject to the amendment pointed out at the start of this section.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. PUBLIC FORUM AND REQUESTS FOR LOCAL ACTION

Cllr Hopkins explained that a petition signed by 100 people against plans for Knowle Park Primary School using Recreation ground behind Salcombe Road had been received by Richard Gwyn, Area Environment Officer and forwarded to this NP for comment (hard copies were available for inspection). The main issues included the lack of toilet facilities for the children and blocking the Recreation ground off and locking it up preventing use by residents/members of the public.

Cllr Hopkins indicated that the school had provided a response to confirm that it was in the process of obtaining a quote for a vandal

proof container with a toilet inside. It was noted that the original plan had been for one third of the recreation ground to be used by the school and for this area to be fenced off. The NP expressed its wish to keep to the original plan.

Action – AC/Richard Gwyn to contact school for a response and feedback to the NP in due course.

THE NEIGHBOURHOOD PARTNERSHIP AGREED:

That the petition be noted.

NEIGHBOURHOOD PARTNERSHIP ITEMS

5. SOUTH BRISTOL COMMUNITY HOSPITAL UPDATE

The Neighbourhood Partnership received a verbal update from Sarah Brierley (SB), Nurse Lead at the walk-in service for adults and children – Urgent Care Centre, South Bristol Community Hospital (agenda item no. 8). Copies of a pamphlet outlining the services provided, opening times and contact information were made available at the meeting.

It was noted that the Centre had been in operation for almost a year and the following community events were being organised to mark the occasion:-

2nd April – Cake Bake-off
8th June – Street Party

The following key issues were noted during the discussion that took place:-

- General feedback from users of the Assessment and Treatment Service was that it was excellent and the team were to be congratulated.
- Concerns were raised that there was currently no drop off point at the entrance to the Centre.
- Some residents using the service had complained because they had paid £2.50 for 2 hours with the expectation that they would be seen within 2 hours and then had to top up at £1.50 for every subsequent hour, which worked out expensive. It was suggested that perhaps a token scheme could be operated after 2 hours.

- A resident reported that on one occasion there had been no-one on the main reception which had caused significant delay in being seen by a nurse. SB explained that there was only one receptionist and no cover arrangements in place.

Sarah Brierley noted the comments and indicated that she would take this back to the Hengrove Forum and provide some feedback in due course.

6. NEIGHBOURHOOD PARTNERSHIP CONSULTATION

Gemma Dando explained that the Mayor is dedicated to giving local communities more influence over their neighbourhoods. A general survey has been developed to hear from the citizens of Bristol about what they would like more control and responsibility for in their neighbourhoods and about how they would like to take part in local decision making.

A copy of initial survey responses was available at the meeting providing a snapshot of some of the emerging themes received to date. The final results of this survey will be published and presented to NPs in June 2013, together with the results of other consultation including Citywide and area events and a recent session with Elected Members. All members of the Partnership were invited to feedback any comments on the current process to the Area Co-ordinator.

The following main issues were noted during the discussion that took place:-

- Concerns were raised about the length of time some of the decisions taken by the Neighbourhood Partnership were taking to be actually delivered by the council. If the result of the survey indicated more devolved power to the NPs then the current process needed to be significantly improved.
- If there was to be more devolved power, it was also important to get more community representatives on to the NP or offer different ways of getting involved eg through subgroups, on-line communication etc. It was suggested that there should be some common thread through all the NPs across the City eg elections of members on to the partnerships.

Action – AC to collate further NP feedback on the consultation before 1 April 2013.

7. AREA COORDINATOR'S REPORT

The Neighbourhood Partnership considered a report of the Area Coordinator (agenda item no. 9) regarding progress on actions undertaken.

The following main issues were noted during the discussion that took place:-

- **South Bristol Youth Service Provider Update.** It was important for the NP to take up the opportunity to work with CYPS senior practitioners to develop new youth provision and meet major and local providers.
Action - AC to speak to Rose Richards about youth provision in Knowle.
Action - AC to organise an NP wide meeting between councillors and youth service providers.
- Inspector Colin Salmon provided a Community Safety update in relation to the 3 Wards. He anticipated some good news with regard to the PCSO situation affecting Brislington Policing, however it was currently embargoed until 19th March. His last working day before he retires is 26th March.
- **Mayor visit to Filwood, Knowle and Windmill Hill.** The date has been confirmed as 30th April. Ideas for the visit were listed in the report and Partnership members will be invited to participate in the event.

THE NEIGHBOURHOOD PARTNERSHIP AGREED:

- (1) **that the Neighbourhood Partnership meeting updates be noted;**
- (2) **that the Neighbourhood Action Tracker be noted;**
- (3) **that the Neighbourhood Forum Action Plan update be noted;**
- (4) **that the Neighbourhood Partnership Community Forum dates be noted;**
- (5) **that the Neighbourhood Policing Inspector Colin Salmon's Retirement be noted;**

- (6) that the South Bristol Youth Service Provider Update be noted;**
- (7) that the Celebrating Age Festival be noted;**
- (8) that the Big Green Week Update be noted;**
- (9) that the Mayor's visit to Filwood, Knowle and Windmill Hill be noted;**
- (10) that the Filwood, Knowle and Windmill Hill Census profile be noted;**
- (11) that the Bristol Switch and Save Scheme be noted; and**
- (12) that the Community Transport Consultation be noted.**

NEIGHBOURHOOD COMMITTEE ITEMS

8. HIGHWAYS DEVOLVED SERVICES REPORT

The Neighbourhood Partnership received a report from the Service Director, Transport Services (agenda item no. 10). In presenting the report Neil Terry explained that prior to devolution, the traffic management teams delivered 12-15 schemes per year. Since devolution, NPs have chosen 40-50 schemes per year to be delivered by traffic management. No additional staff were available to deliver these schemes and recently 5-6 officers have left the teams which has added to the remaining officers' workload.

At the same time, additional work to deliver the highways infrastructure investment of £1m (LSTF) has been created for the teams. Inevitably, this has resulted in a backlog in delivering local traffic schemes in neighbourhoods resulting in this report going to all NPs in this round to request a pause in decision-making in 2013/14 to enable all the outstanding work to be finished.

The following main issues were noted during the discussion that took place:-

- A concern was raised that some local traffic schemes had not been delivered to completion since the NP started three years ago. On the one hand the Mayor was pledging to give communities more influence over their neighbourhoods, on the other the council were unable to deliver on priorities

which had already been identified at a local level - this did not make sense.

- A concern was raised that a public consultation meeting had already taken place to discuss a feasibility study into measures to deter through traffic on Cotswold Road and yet no communication had been issued by the council to inform participants that the project was 'on-hold'. It was felt that residents needed to be informed otherwise the process of public engagement would be seriously undermined.
- It was felt that the Mayors priorities had pushed back NP schemes across the City.
- It was suggested that if the position was accepted by the NP, the Administration of the council should be held to account in respect of the revised completion dates.
- It was agreed that a Public Statement be submitted to full Council on 19th March by the 6 Councillors on behalf of the Neighbourhood Partnership. The statement would highlight the number of schemes outstanding and the amount of time which had elapsed since the decision to approve the funding. It would raise concerns that there were to be no new schemes for 2013/14 and seek assurances from the Mayor that the outstanding schemes would be delivered within the revised timescales stated in the report.
- **Action - Cllrs Hopkins, Davies, Havvock, Bailey, Lovell and Jacksons to submit a Public Statement on behalf of the NP to Council on 19th March relating to local traffic schemes.**
- Neil Terry requested that as in previous years, £1500 be approved by each Neighbourhood Committee for minor signs and lining across the City. It was confirmed that St Agnes Avenue was included on the list for FKW NP.
- The NP thanked officers for other Highways work that had been completed in the NP area during 2012/13.

THE NEIGHBOURHOOD COMMITTEE RESOLVED:

- 1) **that the 2013/14 work programmes for carriageway surface dressing be agreed as follows:-
Timsbury Road/Timsbury Walk, Filwood Ward - £2365**
- 2) **that it be noted that footway schemes are delayed until later in the year. An update to be provided at the June 2013 meeting.**

- 3) that it be noted that the listed schemes will be delivered in the Filwood, Knowle and Windmill Hill NP area in 2013/14 (listed in Para 7 of the report).
- 4) that it be noted that a pause in decision making of 12 months is needed in order to deliver this year's work programme. The team are committed to using the pause to deliver all outstanding schemes in the area. Devolved funding will be carried forward and identification of new schemes will start in late 2013.
- 5) that it be noted that s106 traffic management schemes with deadlines before July 2014 be chosen during this period and will be programmed into the work schedule.
- 6) that £1500 be approved for minor signs and lining city-wide.

9. BETTER NEIGHBOURHOOD WORKING – FOR INFORMATION

The Neighbourhood Partnership received a report from Service Manager, Neighbourhood Partnerships (agenda item no. 11). The council has been piloting a new approach to neighbourhood working since 1 October 2012 in the central and east areas of Bristol.

The pilot is testing out how to bring council officers together to better tackle neighbourhood priorities in a quick, efficient way. Based on the learning and successes of the pilot, the new approach is to be implemented across Bristol. At the September meeting the NP will get the opportunity to choose the priorities that the neighbourhood working team will tackle in line with its existing priorities (Community Safety, Cleanliness, NP Priorities).

The following main issues were noted during the discussion that took place:

- It was agreed that a list of teams involved and some ideas as to what sort of things they can be asked to do would be circulated to the Councillors on the NP.
Action – GD to circulate list of Neighbourhood Working teams to Councillors on NP
- It was clarified that Kurt James will remain the Area Co-ordinator for this NP, however there will also be a co-

ordinator for each of the wider Neighbourhood Working areas to manage neighbourhoods by informal and formal means.

- It was confirmed that the new approach is being funded within existing budgets, it was about using existing resources in a different way in order to be able to deliver more.
- Cllr Jackson indicated that he was coming up against barriers on certain neighbourhood issues which he had raised with officers. GD asked that the details be sent to her direct so that she could look into what he was being told 'no' to.

Action – Cllr Jackson to email specific neighbourhood issues to GD for further investigation.

THE NEIGHBOURHOOD PARTNERSHIP AGREED:

- (1) that an improved way of neighbourhood working will start across the city from May/June 2013; and**
- (2) That the priorities that the neighbourhood working team will tackle will be chosen by the Neighbourhood Partnership in September 2013, and will bring together existing neighbourhood priorities (Community Safety, Cleanliness, NP priorities).**

10. COMMUNITY INFRASTRUCTURE LEVY REPORT

The Neighbourhood Partnership received a report from the Planning Obligations Manager (agenda item no. 12) which asked the NP to accept responsibility for decisions over the spending of devolved Community Infrastructure Levy (CIL) receipts that are received from development taking place within the NP area.

The following main issues were noted during the discussion that took place:-

- It was noted that during consultation the meaningful proportion had been quoted as being between 20-25% and set locally. This had now been prescribed at 15% and 25% in areas that have a Neighbourhood Development Plan agreed through referendum.
- The Neighbourhood Committee agreed to accept 15% but asked officers to clarify whether this could be topped up if agreed locally by Council.

Action – Jim Cliffe to clarify position regarding ‘meaningful proportion’

THE NEIGHBOURHOOD COMMITTEE RESOLVED:

That it be agreed that from 1 January 2013, Filwood, Knowle and Windmill Hill Neighbourhood Partnership accepts responsibility for decisions over the spending of devolved Community Infrastructure Levy (CIL) receipts that are received from development taking place within the Neighbourhood Partnership area.

11. DEVOLVED SERVICES REPORT – AREA COORDINATOR

The Neighbourhood Partnership considered a report of the Area Coordinator (agenda item no. 13) that provided an update on devolved services.

The following main issues were noted during the discussion that took place:-

- Northern Slopes – the AC was working towards getting this included in the BCC cleansing contract.
- Newquay Road Children’s Play Ground - The hard work of all involved in this project was recognised by the NP. It was suggested that as Cllr Main had opened Filwood Broadway, he also be invited to the official opening of Newquay Road. It was pointed out that he would be the Deputy Lord Mayor by June and that there might be protocols to be followed.
Action – AC to check availability and protocol with Lord Mayors office

THE NEIGHBOURHOOD COMMITTEE RESOLVED:

- (1) that the Devolved Transport Schemes 2012/13 update be noted;**
- (2) that the Section 106 update be noted;**
- (3) that the Active Travel Fund deadline for bids be noted;**
- (4) that the Bristol Clean and Green funding bids update be agreed as tabled in section 5 of the report;**

- (5) that the Bristol Clean and Green expenditure be agreed;**
- (6) that the Bristol Clean and Green Community Payback jobs be noted;**
- (7) that the updated Waste Action Plan be noted; and**
- (8) that the Capital Stimulus Programme Park Projects update be noted.**

12. WELLBEING REPORT

The Neighbourhood Partnership considered a report of the Area Co-ordinator (agenda item no. 14) relating to the funding allocations for 2012-2013. A schedule of Wellbeing Grant recommendations was tabled at the meeting.

THE NEIGHBOURHOOD COMMITTEE RESOLVED:

- (1) that the Filwood, Knowle and Windmill Hill Wellbeing Grant fund financial position as at 8 January 2013 be noted;**
- (2) that the Wellbeing Grant Fund recommendations for Filwood (£2050) and Knowle (£550) be agreed; and**
- (3) that the Wellbeing Grant Fund recommendations for Windmill Hill be agreed (£2310)**

13. LOCAL INFORMATION UPDATES

None on this occasion.

14. ANY OTHER BUSINESS

None

15. DATE OF NEXT MEETING

It was confirmed that the date of the next meeting be at 6.00 pm on the Tuesday 11th June 2013 at the Star and Dove, St Luke's Road, Windmill Hill, Bristol BS3 4RY.

It was suggested that partners might like to take the opportunity to socialise in the venue following the meeting.

(The meeting ended at 8.05 p.m.)

CHAIR