

### Agenda item no. 3

#### Henbury and Southmead Neighbourhood Partnership

Monday, 14<sup>th</sup> July 2014 at 7.00 p.m.

At

The Hall, Landercost Centre, Southmead

	14.07.14			
Councillor M Weston (Henbury)	P			
Councillor C Windows (Henbury)	P			
Councillor B Massey (Southmead)	P			
Councillor Jenny Smith (Southmead)	P			
Adrian Boyce (Brentry)	A			
Daron Devonshire (Brentry)	P			
Antony Skelding (Brentry)	P			
Hannah Pereira (Brentry)	A			
Rose Carr (Henbury )	A			
Darien Jay (Henbury)	P			
Jean Sallabank (Henbury)	A			
Joan Bennett (Southmead)	P			
Pat Newport (Southmead)	P			
Ian Thornley (Southmead)	A			
Toni Webb (Southmead)	P			
Deana Perry (Southmead)	P			
Alex Kittow (Southmead)	A			
Mark Runacres (Avon and Somerset Police)	A			
Judith Taylor, (Health Promotion Lead, North Bristol: Bristol NHS)	A			
Vacant, Avon Fire Service				
Keith Houghton, Area Co-ordinator	P			
Karen Blong, Democratic Services	P			
Alistair Cox, Service Manager – City Transport	P			

#### 1. Welcome and Introductions, Apologies for absence

Cllr Massey took the Chair and introductions were made. Apologies for absence were received from Alex Kittow, Rose Carr, Ian Thornley, Inspector Mark Runacres and Rita Rugman.

Keith Houghton (KH), Neighbourhood Partnership Co-ordinator noted that Mark Runacres would be the Avon and Somerset Police Area Co-ordinator for the North of Bristol.

## **2. Neighbourhood Partnership AGM report**

The Neighbourhood Partnership considered a report from Keith Houghton, Neighbourhood Partnership Co-ordinator (agenda item no. 2).

The following was noted as part of the discussion -

### **1. Membership and Chairing arrangements**

Karen Blong, Democratic Service Officer asked the Neighbourhood Partnership Members to consider the Membership and Chairing arrangement for 2014/15. The Members agreed to continue with the approach used in previous years: Neighbourhood Committees and Partnership meetings would be held alternatively in each of the Wards and would be chaired by one of the elected Councillor representatives from the Ward.

### **2. Terms of Reference and Financial Operating Framework**

No amendments had been made from the previous year. Paper copies were made available and information could be accessed via the website.

### **4. Meeting schedule 2014-15**

Amendments had been made to some of the NP meeting dates due to changes in Full Council meeting dates. Cllr Weston would be unable to attend the meeting on the 22<sup>nd</sup> September. KH would confirm the meeting venues for the rest of the year following the meeting.

### **5. Financial Statement**

Final confirmation of the financial statement would be provided at the September NP meeting.

## **The Neighbourhood Partnership Agreed –**

- 1. That the chairing arrangements for 2014/15 would continue as in previous years - Neighbourhood Committees and Partnership meetings would be held alternatively in each of the Wards and would be chaired by one of the elected Councillor representatives from the Ward.**
- 2. That the NC and NP terms of reference and the NC financial operating framework be noted.**
- 3. That the devolved budgets and influence on services be noted.**

4. That the meeting schedule including subgroups and forums be agreed.
5. That the financial statement and expenditure from 2013-14 be noted.
6. That the intention to update NP action plan and communications plan be noted.

### **3. Minutes of the Neighbourhood Partnership held on the 11<sup>th</sup> March 2014**

The Neighbourhood Partnership considered the minutes and the action sheet.

Cllr Windows highlighted that he had sent apologies to the previous meeting and had not been in attendance.

The NP considered the action sheet. All actions were completed and the following was noted –

Minute number 6 – Southmead Youth Centre Community Asset transfer

- KH has liaised with John Boss, (Community Assets Manager). Some minor issues required resolution but no large major problems. The Southmead Trust were using the building on a License agreement and Bristol City Council (BCC) had completed a number of repairs to the building and the condition had improved. Some technical issues needed addressing.

**The Neighbourhood Partnership Agreed that the minutes of the Henbury and Southmead Neighbourhood Partnership on the 11<sup>th</sup> March be confirmed as a correct record and be signed by the Chair.**

### **4. Declarations of Interest**

Cllr's Massey and Smith declared an interest related to the Wellbeing Funding application from the Southmead Development Trust Junior Gymnastics Club. Cllrs Massey and Smith would not participate in the vote.

### **5. Public Forum**

None

### **6. Traffic and Transport Report**

The Neighbourhood Partnership considered a report on the Local Traffic Schemes Programme for 2014/15 and provisional programme for 2015/16 and 2016/17 (agenda item no 7).

Mark Sperduty sent apologies and Keith Houghton presented the report. The following was noted as part of the discussion –

- Table 1 – 3 year work programme outlined the Transport Working Group meeting recommendations. The Highways team have acknowledged that an incorrect feasibility study had taken place in relation to the junction of Brentry Lane, Charlton Lane and Swanmoore Crescent. Following an agreement of the funding required for the previous study, the Highways team would conduct a further feasibility study at no financial cost to the NP. The study would look at options to make the junction safer. Highways would not consider implementing mirrors as this was considered unsafe due to sun reflections issues.
- It would be impossible to guarantee the total cost of the Doncaster Road zebra crossing and pedestrian improvements: estimate costs were provided. Cllr Smith noted that cars had crashed into the bollards and suggested a safe area could be designed in the middle. KH would pass the suggestion on to the Highways department **Action – KH.**
- The Highways department had provided assurances that projects funded by section 106 money would be delivered, plus one other major scheme per NP area.
- Helen Wigginton, Transport Planning Officer had indicated that designs which considered improvements to the parking on Crow Lane could be considered by the September neighbourhood forum meeting, with implementation hoped for April 2015. KH noted that additional Government funding could become available from the Local Sustainable Parking Fund.
- Cllr Weston suggested the decisions related to the Minor Works (i.e. improvements that do not need significant design, consultation work or any legal advice) could be agreed by the NP resident representatives and Councillors via email. This would only be required in instances when no NP meeting or Traffic and Transport meeting was scheduled soon. Anthony Skelding suggested an emergency committee meeting could be convened to agree Minor Works. KH referred to the access to information rules that govern financial decision making at NP. The Democratic Services Officer would clarify the legality position. **Action – KB.**

**The Neighbourhood Committee Resolved –**

- **That the Local Traffic Scheme Programme for 2014/15 and provisional programme for 2015/16 and 16/17 as set out in the report, be agreed.**

**7. Wellbeing Report**

The Neighbourhood Partnership considered a report of the Neighbourhood Partnership Co-ordinator (agenda item no. 8) setting out the wellbeing report.

The following was noted as part of the discussion –

- Subsequent to publication of the report, the Southmead Steering Group had agreed a further recommendation to allocate £820 to Unique Voice – Pop up play in the Park. The total amount of 2014/15 funding remaining following this allocation was £3,100.
- Cllrs Smith and Massey declared an interest in the Junior Gymnastics Club and did not participate in the voting. Cllr Weston asked the Southmead resident representative to confirm support for the Southmead Steering Group recommendations related to the 2013/14 Wellbeing fund applications which were all approved.
- The NP agreed that the Southmead Steering Group and the Neighbourhood Forum would be asked to consider supporting an organisation set up a 'under £300' funding scheme who would be responsible for small fund grant applications.

**The Neighbourhood Committee Resolved –**

1. **That the current Wellbeing financial statement /budget in Item 1 be noted.**
2. **That the Southmead Wellbeing Assessment Panel funding recommendations be agreed.**
3. **That additional funding of £820 for the Unique Voice- Pop up play, recommended by the Southmead Wellbeing Assessment Panel, be agreed.**
4. **That the recommendation from the Henbury/Brentry Wellbeing Assessment Panel set out in Item 3 (3.3) be agreed.**
5. **That the contributions which the projects recommended for funding make to fulfil the public sector equality duty set out in Item 8 (4) be noted.**
6. **That the updates on proposals to improve/develop the Wellbeing Fund coming from both Henbury/Brentry and Southmead and the impact of BCC re-structuring and streamlining on the scope for setting up 'bespoke' Wellbeing processes locally and approves the Recommendation to explore an alternative solution (Item 5) be noted.**
7. **That the legal information which guides all decisions about Wellbeing grant funding (Item 6) be noted.**
8. **That the information on the decisions made about the 2014/15 Community First funding in (Item 7) be noted.**

**9. That the proposed deadlines for the next round of Wellbeing and Community First Funding (item 8) be noted.**

## **8. Southmead Community Plan Day Film, 12<sup>th</sup> June 2014**

A film provided information about the Southmead Community Plan. The NP were invited to comment and the following was noted as part of the discussion –

- Residents in attendance highlighted concerns related to the lack of facilities for children in the Charlton Mead area of Southmead. Helen Bone, (Vivid Regeneration Consultant confirmed the concern had already been captured and would be addressed as part of the plan.

## **9. Henbury Rail Service Development**

The Neighbourhood Partnership received a verbal update on Metrowest proposal, specifically the Henbury Rail Service Development from Alistair Cox, Service Manager – City Transport. Paper copies of leaflets were made available.

- Approximately two years ago Bristol City Council and the three neighbouring Local Authorities committed to work together to move the project forward and invest money. The concept was to create a 30-minute 'turn-up-and-go' service
- The project has been planned in two phases (see appendix a)
- Before any improvements could take place, government investment would be needed. In order to add more services, four lines would be required between Bristol Temple Meads and Parkway (only two were in operation at the moment).
- Government regulations require Local Authorities to provide any additional funding required to subsidise initial services. Initial indications suggested this would be £750,000 for phase 1 and £300,00 for phase 2. These figures were out of date due to the South Gloucestershire Development.
- Developing the rail network would be a long, technical and legal process.
- Discussions were ongoing in relation to the Loop and the Spur options: costs and operational issues would need to be considered and the final decision would be made politically.

The NP were invited to ask question and the following was noted as part of the discussion –

- Although the Spur seemed unpopular with Henbury residents, Network Rail would require consideration of all the options. Benefit, costs and income streams would be considered and Officers were required to present the facts fairly.
- The LEP Local Transport Board were the responsible decision making body: no Port representative sat on this Board. Consultation would continue with the Port and it was hoped that issues could be resolved. All reports would be available publically.
- Suggestions ~~was~~ were made from the floor: The Port is critical to the future of the Loop/Spur debate. The Council is selling the Freehold of the Port. Perhaps BCC shouldn't sell the Freehold until an agreement is made which meets the needs of local people?
- A question was asked about why it takes so long: AC: there are legal requirements to get consent to extend the lines, have to give time for legal challenges as it involves taking people's land
- The Loop option would be two way.
- Alistair Cox had been the lead officer and had responsibility for commissioning of outside organisation when required.
- A maximum of two stops were required for viability. Additional stations were being considered in North Filton and Henbury but not Charlton Common. AC would provide further information on why a train station at Charlton Common was not being considered. AC informed meeting that a rail station needs a catchment of 10,000 people to be financially viable. **Action – AC.**
- It was hoped that an integrated ticket system would be introduced that would include rail and bus. Fares would be set by the line operator in line with other local services.
- Cllr Weston suggested that a letter be sent the Mayor that detailed the following –

**We, the neighbourhood partnership for Henbury, Brentry and Southmead wish to make plain our support for the Metrowest proposals and furthermore express our aspiration to see the Henbury line opened as a loop.**

**As such we:**

- **Fully support the opening of a Henbury Loop in North Bristol, with new Stations at Ashley Down, Horfield, Filton North and Henbury and believes that an additional stop at Charlton should be explored.**

- Urge the Mayor to contact the Local Enterprise Partnership and demand that the SEP reflects all party support for the Loop, and that the future population and business growth is reflected in their business model that justifies this.
- To lobby Government for a 10 year transport funding allocation from the national Major Transport Scheme Budget to enable delivery of the Greater Bristol Metro in its entirety. At present the budget is split into one six year and a further four year allocation. This is a barrier for the early delivery of the entire Metrowest scheme.
- Wishes to prioritise improvements to our existing station network. In February the Council unanimously agreed to support a £1.5m tier 2 capital scheme to expand on the Rail Stations Improvement Programme. This is a priority for this Council and our City. Plans should be expedited and work commenced as soon as possible.
- Requests the Mayor contacts the Leader of South Gloucestershire to explore ways in which developer contributions from the new Cribbs/Patchway New Neighbourhood can be used to cover the construction costs of at least two stations in North Bristol. In addition a further contribution is secured towards the engineering work required to upgrade the track.

We would like the Mayor to respond to each of these proposals and use them as a blueprint to pursue the early delivery of the loop.

Yours sincerely,

Henbury, Brentry and Southmead Neighbourhood Partnership

- The draft letter would be circulated and the Councillors asked to sign and send to the Mayor. **Action – KH.**
- Alison Devonshire, BS10 group referred to a pledge card signed by all political parties, the BS10 group and the Transport Bristol Alliance. The public would also be invited to sign the card which supports the loop and requests the Mayor to move forward with the proposals.



- AC re-iterated that the process for implementation would be lengthy due to the legal requirements. 2019 would be the earliest date work could begin on phase 1.

The Chair thanked AC for his attendance and the update provided.

Further information could be accessed by the following links –

Leaflet

<http://www.travelwest.info/sites/default/files/documents/MetroWest%20Strategic%20Overview%20Leaflet%20for%20web.pdf>

MetroWest (rail) <http://www.travelwest.info/metrowest>

## **10. Neighbourhood Partnership Co-ordinator's Report**

The Neighbourhood Partnership considered a report of the Neighbourhood Partnership Co-ordinator (agenda item no. 10)

KH presented the report and the following was noted –

- A list of Henbury and Brentry Community Award winners could be found on the Henbury and Brentry newsletter online.
- As part of the Neighbourhoods Management Service Update it was noted that Paul Griffiths would be the Neighbourhood Officer and Lyn Parfitt would be the Community Development Officer. Each area had been allocated a manager who would be responsible for co-ordinating cross area issues and larger scale changes. Cllr Weston and Joan Bennett volunteered to attend the City Wide event on the 6<sup>th</sup> August. Further information would be circulated. **Action – KH.**
- The NP agreed that a meeting would be held in August to discuss Parks maintenance and Green capital funding. KH noted that Blaise estate would be a Destination Park and funding would be provided from an alternative source.
- Cllr Weston referred to page 59 of the agenda paper which stated that Parks have been impacted by a £500,000 saving. Councillors had voted to re-allocate this money. KH was asked to clarify the position. **Action – KH.**

**The Neighbourhood Partnership agreed –**

- 1. That the delivery of May Neighbourhood Forum events and the tabling of issues raised at the NP meeting (Item 1) be noted.**
- 2. That the work which the NP has delivered in partnership with residents, local groups and statutory partners over 2013/14 and into the current year (Items 2, 3, 4 & 5) be noted.**

3. That the offer of funding from the Green Capital programme be noted and that a meeting be arranged in August to consider how the NP wants to use this funding (Item 7).
4. That the new Neighbourhood Management arrangements in the City be noted and that a meeting be arranged in August to consider the implications for Henbury and Southmead NP and to decide how to take forward the Parks Maintenance contract influencing work (Item 6, appendix 1).

## 11. Devolved services Report

The Neighbourhood Partnership considered a report of the Neighbourhood Partnership Co-ordinator (agenda item no. 11).

KH presented the report and the following was noted as part of the discussion –

- Work would begin on Charlton Road, Southmead between 15<sup>th</sup> July and 15<sup>th</sup> August. KH would confirm which section of the road this involved. **Action – KH.**
- Work would begin on the Aldi zebra crossing skid surfacing on the 20<sup>th</sup> August (weather dependent).
- Micro-asphalting of Wigton Crescent / Embleton Road, Southmead would be in August 2014. KH to confirm which section of the road would be replaced. **Action – KH.**
- Cllr Massey noted that Councillors from Horfield / Lockleaze and Southmead had met with Oliver Coltman to discuss the Southmead Hospital S106 money. Discussions would continue.
- The NP Members confirmed that the Clean and Green funding would only be approved for hanging baskets on Arnside as well as Glencoyne Square. KH would request the re-positioning of the baskets. **Action – KH.**
- £1479 Community Infrastructure Levy (CIL) had been provided from land to the rear of Charlton Road which took the total to £2450. It was expected that £50,000 would be allocated from the Brentry Hospital site. A report on allocation of CIL funding would be provided to the September or December NP meeting.

### The Neighbourhood Partnership Agreed –

1. That the update on progress on all outstanding and current Highways schemes be noted.

2. That the resurfacing of Wigton and Embleton road in Southmead which will take place in August and the current situation with parking mitigation around Southmead Hospital (Item 3) be noted.
3. That the amount of S106 remaining to the Partnership and current CIL monies report (item 5) be noted.
4. That the updates on delivery of new park play equipment (item 4.3) be noted.

**The Neighbourhood Committee Agreed –**

**That the recommended spend of the 2014/15 devolved Clean and Green budget (4.1) be agreed.**

5. That the NP agrees the amended dates for Neighbourhood Partnership and Neighbourhood Forums in 2014/15 (Item 6)

## **12. Neighbourhood Working Update**

The Neighbourhood Partnership considered a report of the Neighbourhood Working Co-ordinator (agenda item no. 12) updating on the priorities.

**The Neighbourhood Partnership agreed to note the update.**

Maria Reeves, from Crow Lane, highlighted that £1000 could be available for traders in a Traders Associations to reduce business rates. Six businesses had benefited from this in Henbury and Brentry. Jason Thorn would be the Council contact.

(The meeting ended at 9.10 pm).

CHAIR



### Action Sheet – Henbury and Southmead NP – 14 07 14

Minutes No.	Title of Report/ Description	Action and Deadline	Responsible officer	Action taken and date completed
6	Traffic and Transport Report – Doncaster Road zebra crossing	Cllr Smith highlighted that cars had crashed into the bollards and suggested a safe area could be designed in the middle.	Keith Houghton to pass the suggestion to the Highways Department.	
6	Traffic and Transport Report - Agreement of Minor Works funding	The Democratic Services Officer to clarify if funding decisions could be made via email.	Karen Blong	Decisions related to funding are subject to access to information legislation. A report detailing the funding allocation must be published five clear working days before the decision is taken by the Neighbourhood Committee (Ward Councillors).
9.	Henbury Rail Service Development	A station at Charlton Common was not being considered. Further information was requested.	Alistair Cox	
9.	Henbury Rail Service Development	A draft letter would be circulated to the NP Members and once agreed, signed by the Councillors and sent to the Mayor.	Keith Houghton	
10	Neighbourhood Partnership Co-ordinator's Report	Further information to be circulated on the Citywide Neighbourhood meetings	Keith Houghton	
10	Neighbourhood	Further information	Keith Houghton	

Minutes No.	Title of Report/ Description	Action and Deadline	Responsible officer	Action taken and date completed
	Partnership Co-ordinator's Report	requested on the £500,000 savings required in Parks.		
11	Devolved Services Report	Clarification was required on the following issues – <ul style="list-style-type: none"> <li>- The work on Charlton Road –which area?</li> <li>- Micro-asphalting of Wigton Crescent / Embleton Road – which section?</li> </ul>	Keith Houghton	
12	Devolved Services Report	The NP confirmed funding for hanging basket on Arnside, not Glencoyne square. The NP requested that the baskets be moved to the correct area.	Keith Houghton	