



**Henbury and Southmead  
Neighbourhood Partnership  
Tuesday, 14<sup>th</sup> July 2015 @ 19:00hrs  
at North Bristol Community Links Hub,  
Lanercost Road, Southmead, Bristol**

**Present:**

**Ward Councillors:**

Councillor M Weston (Henbury)	P
Councillor C Windows (Henbury)	P
Councillor B Massey (Southmead)	P
Councillor Jenny Smith (Southmead)	P

**Other members of the Partnership:**

Adrian Boyce (Brentry)	P
Lynne Haynes (Brentry)	
Antony Skelding (Brentry)	P
Hannah Pereira (Brentry)	
Rose Carr (Henbury )	P
Darien Jay (Henbury)	P
Charles Claxton (Henbury)	
Janet Smith (Henbury)	
Joan Bennett (Southmead)	P
Pat Newport (Southmead)	P
Ian Thornley (Southmead)	P
Toni Anderson (Southmead)	
Deana Perry (Southmead)	P
Alex Kittow (Southmead)	P

**Other Resident Attendees**

**Also Present:**

Keith Houghton, Area Co-ordinator  
Claudette Campbell, Democratic Services  
Louise deCordova, Democratic Services  
Simon Wood, Director of Facilities, Southmead Hospital

Gemma Woolley, Southmead Greenway Centre  
Helen Bone, Vivid Regeneration

Members of Public attending: 11 people were in attendance.

**1. Welcome and Introductions**

Cllr. Massey, welcomed everyone to the meeting and led introductions.

**2. Apologies for absence**

Apologies were received from Marilyn Britton and Tim Parkinson

**3. Election of NP Chair & Vice Chair  
Election of Councillor Neighbourhood Committee Chair**

The Democratic Services Officer asked the Partnership to commence with election of the NP Chair

The Neighbourhood Partnership thanked the Councillors and the Neighbourhood Coordinator for their work over the last year.

**4. Minutes of the Neighbourhood Partnership meeting held on 24 March 2015.**

The Neighbourhood Partnership considered the Minutes and the Action Sheet.

**The Neighbourhood Partnership Agreed that the minutes of the Henbury and Southmead Neighbourhood Partnership on 24 March 2015 be confirmed as a correct record and be signed by the Chair.**

The Neighbourhood Partnership considered the action sheet. All updates relating to outstanding actions were noted.

**5. Declarations of Interest**

Cllr. Weston declared a potential conflict arising with regards to Brentry Lane works due to his recent change of address.

**6. Public Forum**

None reported.

**7. Neighbourhood Partnership AGM Annual Business report**

The Neighbourhood Partnership considered a report from Keith Houghton, Neighbourhood Partnership Co-coordinator.

The following was noted as part of the discussion: -

1. *Membership and Chairing arrangements:*  
Claudette Campbell, Democratic Services Officer asked the Neighbourhood Partnership to consider the Membership and Chairing arrangements for 2015/16. Members agreed the membership and chairing arrangements 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.  
  
Cllr Weston commented that next year the Neighbourhood partnership could consider new arrangements after the boundary changes and after all-out council elections, with each ward councillor being elected for a full year as chair.
2. *Terms of Reference and Financial Operating Framework:*  
No amendments had been made from the previous year. To be reviewed by the NP in 2015/16 and could be accessed via the website.
3. *Devolved Budgets and influence on services:*  
Noted.
4. *Devolved Powers:*  
Noted.
5. *Meeting schedule 2015-16:*  
Members requested an amendment to the NF on 9<sup>th</sup> September due to a conflict. KH would confirm the meeting venues for the rest of the year following the meeting.
6. *Financial Statement:*  
KH referred Members to the additional detail provided in Appendix 1. Actual spend figures for Local Traffic Schemes work 2014/15 from this budget were not yet available from Highways.

Members expressed concern that the Highways budget figures were not available and that this impacted their ability to plan effectively.

The Members agreed, for the Chair to send a letter to Highways, to ask for confirmation of the transport budget with details of any under or overspend.

*Doncaster Road:*

- Mr Rose requested a follow up on Doncaster Road works
- KH confirmed that Highways had produced a draft plan which was due be presented to councillors for their views, before public consultation and a planned delivery date of May 2016.

- Cllr Smith highlighted to Members that the expected siting of the pedestrian crossing opposite the school had changed and that the community should be aware of the new crossing location by referring to the plans
- KH asked Members to be aware that there may be financial implications for any further amendments to the plans

*Neighbourhood Forums*

- Concern was raised over the location of Southmead neighbourhood forum
- Keith to amend and circulate new locations and dates
- Partnership agreed Henbury/ Brentry forum 9th Sept to be changed

*Name of the partnership*

- The Chair was happy to support the idea
- After a brief discussion about name of the partnership the majority voted in favour of the name change to Henbury, Brentry and Southmead

**The Neighbourhood Partnership Agreed: –**

- (i) That Cllr Massey be elected as Chair and that the charring arrangements for 2015/16 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.**
- (ii) That the NC and NP terms of reference and the NC financial operating framework be noted.**
- (iii) That the devolved budgets and influence on services be noted.**
- (iv) That the meeting schedule including subgroups and forums be agreed.**
- (v) That the financial statement and expenditure from 2014-15 be noted.**
- (vi) That the intention to change name be noted**
- (vii) The Members agreed. Chair to send a letter to Highways to request details of any underspend and overspend balances.**
- (viii) Southmead steering group to agree new meeting location for forum within Southmead, Neighbourhood Officer to circulate amend locations and dates**

## 8. Neighbourhood Partnership business report

The Neighbourhood Partnership considered a report from Keith Houghton, Neighbourhood Partnership Co-coordinator.

The following was noted as part of the discussion -

- a. Business activity report to contain all financial information in one place with updates to be compiled in a second document
- b. Ref. 3.8 Community Environment Fund. Proposed and Seconded that £817 is returned to Henbury 'BS10 Be Proud' to fund environmental activity. Concern that the BS10 application had been turned down, confirmed it had been a democratic process
- c. Request for further information be provided on Bristol Active Life Project. Potential for this to be funded from a Henbury wellbeing fund.
- d. Confirmation that no formal funding proposal had been received from Dial-a-Ride and that any proposal must meet funding criteria
- e. Confirmation of delegated spend for 8 hanging baskets in Henbury / Brentry and Southmead. Community fund to be reduced to £5,000 (inclusive of £2,880 spend on hanging baskets)
- f. Narrow road budget ended. NP joint fund of £14,599
- g. Desire to maintain flexibility around the community budget and any wellbeing fund. Refer back to the community plan to identify capital match funding opportunities. Examples available of imaginative ways other partnerships have found to bring in additional resources
- h. Remaining community fund of £10,366 Resolved to be retained within the neighbourhood budget
- i. Request that NO confirm when CIL monies are due from Brentry Lane development circa £100k

### **RESOLVED:-**

- (i) **Wellbeing Fund balance available for 2015/16 (1.1) be noted.**
- (ii) **The Neighbourhood Committee (NC) is asked to approve the recommended Southmead Wellbeing funding allocations in para 1.2.3 and the application not recommended**

- (iii) **The Neighbourhood Committee (NC) is asked to approve the recommended Henbury/Brentry Wellbeing funding allocations in para 1.3.3 and the application not recommended**
- (iv) **The benefits to Equalities groups and the protected characteristics in the Equalities Act 2010 (1.4) be noted.**
- (v) **Additional devolved Neighbourhood budget monies from the former Narrow Estate Roads Budget (£14,599) in Item 2 be noted.**
- (vi) **The NC to approve the spend of Clean & Green/Environment budget by the NO on hanging baskets in Henbury/Brentry and Southmead (3.3) and to consider the Neighbourhood Co-ordinator's proposed funding allocation from the Neighbourhood budget to a discrete community environment budget, its proposed focus and agree a name for this fund (Item 3.9)**
- (vii) **The NC & NP to note the latest S106 contributions and the latest statement on Community Infrastructure Levy (CIL) and new CIL money devolved for decision to the NP (Item 4.1 and 4.2)**
- (viii) **The legal information in Item 5: due regard to Public Sector Equality Duty be noted**

## **9. Southmead Hospital Update**

The Neighbourhood Partnership received a verbal report on Southmead Hospital from Simon Wood, Director of Estates, Facilities and Capital Planning, North Bristol NHS Trust and the Southmead Hospital Travel Working Group Travel paper was circulated.

As part of the presentation and subsequent discussion, the following points were raised:

- a. Delays in opening car park by 6 months. Despite surveys higher than anticipated levels of asbestos to be extracted. Phased opening scheduled from May/June 2016.
- b. NHS Trust working closely with police and Council security on joint safety initiatives to reduce the risks for staff during antisocial hours. Night staff have always had to pay for parking permits to balance amount paid by day staff. Trust not responsible for getting staff to work, staff must also take responsibility for their own safety
- c. NHS Trust have invested £2.5m in two Park and Ride schemes, Frenchay and Bristol Rugby Club, for 1000 staff as there is limited parking on site due to construction works. Cost of the scheme £100k per month for hourly bus runs,

funded up to November. Low take up by staff. Target to open 400 spaces on site and reduce number of buses.

- d. Pen Park Sports Centre car park is not used by the hospital. Other car parks were made available in area for staff for example 90-100 spaces at BAWA Club. The intention is to discontinue this arrangement as use of the additional space appears to be low. Income from staff car park permits is used to pay for alternative modes of travel for example walking, cycling, 500 locking spaces for bikes increasing to 1000. Surveyed circa 2000 staff cycling to encourage people out of their cars and make allowances for those who are unable to travel without a car. 20% staff surveyed cycle to work regularly. 16 City Car Club cars on site including 4 electric, charge point on site. Salary sacrifice, training, guidance and advice available for cyclists. Encouraging the use of video conferencing to decrease the need for travel onto or between sites.
- e. Current access for disabled passengers not ideal. As part of Section 106 arrangements a redesign of the area for ambulances and community buses will enable suitable access for all customers with lifted curbs and 4 bus stops planned, traffic managers employed on site to manage this
- f. Recognised highways issues and difficulties for residents. Action will be taken where complaints are received from residents regarding persistent offenders who park inconsiderately in residential areas. Working jointly with police and fire brigade to test accessibility for emergency in residential areas surrounding the hospital. Currently staff 2900 expecting to rise 4500 to enable staff to come off the residential roads and onto the hospital site car park. Council surveys will trigger fines if 15% of increased traffic is attributed to the hospital, defined by hospital workers and hospital visitors.
- g. The Trust would support residents parking zones if desired. Residents would need to lobby for the scheme as this is not currently a funded option.
- h. Agree that drop off parking for A&E Dept. not adequate, sometimes blocked by police and patient transport, expect an improvement with the installation of better signage to prevent parking in that location.
- i. Dorian Road used by emergency ambulance causing problems. Location of bus causing additional congestion problems.
- j. Expect staff to respect no smoking policy, tackling with patrols and culture shift.

**RESOLVED:-**

- (i) That the Southmead Hospital update be noted**
- (ii) That Simon Wood return to update on developments later in the year.**

## 10. Henbury Loop Update

Keith Houghton tabled a Metrowest Phase 2 Preliminary Business Case Summary of Key Issues paper from Senior Transport Officers. However, the NP were unable to explore this further with officers as they were not present.

The following was noted as part of the discussion:

- a. Concerns that senior officers have not addressed the issues raised by the NP about this. Lack of information and feedback. Disappointment that there had been difficulties getting officers to attend. Concern expressed by Members that meetings do not have enough authority to ensure that officers attend
- b. The Halcrow / Network Rail report had raised serious concerns as to the reliability of the figures as the report had not considered the anticipated growth in demand due to new housing development (increase circa 12k residents)
- c. At a recent joint councils strategic leaders meeting, significant senior officers expressed concern that full information was not being provided
- d. The Chair to make a strong request for attendance of Transport Officers at the next meeting. Proposed and seconded that a letter is sent to Barra Mac Ruairi, Strategic Director for Place from the Neighbourhood Partnership expressing concerns.

### **RESOLVED:-**

- (i) That the Henbury Loop update be noted**
- (ii) That the Chair write to the Strategic Director for Place to express concerns over the lack of Transport Officer attendance**
- (iii) That the Neighbourhood Partnership writes to Joint Transport Board of the Local Enterprise Partnership (LEP) to express concern over the information provided in the Halcrow/ Network Rail report.**

## 11. Neighbourhood Partnership Plan Update report

The Neighbourhood Partnership received a report from Keith Houghton.

The key points raised included:

- a. noted successes community plan, recommendations and developing governance work



- b. centrally all NPs created Community Plans – key themes that run through all NPs will be taken to SLT - redefining the way NPs do business for example, how community assets are used to deliver for their community or locality
- c. youth forum work need representatives to join – Cllr. Weston, Deana, Theresa, Cllr Massy expressed an interest
- d. concern that money may be applied for to support the work that the Council should already be doing. Theme 4 wording to be changed and 'litter/dog mess reduction' to go through the Community Environment Fund
- e. Henbury leaflet circulated for comments. Images used need to be changed to be more representative of Henbury
- f. Confirmation that bus service 77 back in operation from the Centre to Thornbury, covering Greystoke Avenue. The bus stop had not yet been reinstalled but will be included in the 5 year plan - concern that the operation of service 77 bus route does not help Charlton Road and Southmead/Brentry areas, although the advent of the Filton development should improve other bus services
- g. Rebuilding of the Ranch. Temporary activities are scheduled on site during the summer holidays. Construction work to commence after holiday period. Local funding to raise funds towards the play area. Southmead adventure playground fund to hold the money.

**RESOLVED:-**

- (i) **That the delivery successes & updates in each section of the NP Plan set out in the Report be noted.**

**12. Date of Next Meeting**

Tuesday 22 September 2015 @ 7pm, Blaise Primary School Gym, Clavell Road, Henbury, Bristol BS10 7EJ

(The meeting ended at 21:15 hrs).

CHAIR