

A Meeting of the Neighbourhoods Scrutiny Commission



Date: Friday 16th October 2015

Time: 10.00 am

Venue: Brunel House, St Georges Rd, Bristol BS1 5UY

Labour	Conservative	Green	Liberal Democrat
Councillor Lovell (Vice-Chair)	Councillor Harvey	Councillor Fodor	Councillor Negus (Chair)
Councillor Milestone	Councillor G Morris	Councillor Denyer	
Councillor Langley (sub for Hickman)			
Councillor Tincknell			

If you have any questions about this agenda please contact the officers shown below.

Scrutiny Co-ordinator: Romaine De Fonseca

Contact tel no: 92 22770

www.bristol.gov.uk

Fax no: (0117) 92 22146

Twitter: @bristolscrutiny

Democratic Services Officer: Jeremy Livitt

Contact tel no: 92 23758

Agenda published: 8th October 2015

Produced by Democratic Services

Floor 4, Brunel House (Clifton Wing), PO Box 3176 Bristol BS3 9FS

E-mail: democratic.services@bristol.gov.uk

Agenda



Public Information Sheet

The attention of the public is drawn to the sheet at the back of the agenda giving information on the emergency evacuation procedures, attending meetings and inspecting reports and background papers.

1. Apologies for Absence, Substitutions and Introductions

2. Public Forum (10.00am Start Time)

(Time limit for this item: 30 minutes)

Any member of the public or councillor may participate in Public Forum. The detailed arrangements for so doing are set out in the **Public Information Sheet** at the back of this agenda. Please note that the following deadlines will apply in relation to this meeting:-

Questions:

Written questions must be received 3 clear working days prior to the meeting. For this meeting, this means that your question(s) must be received in this office at the latest by **5 pm on Monday 12th October 2015**.

Petitions and Statements:

Petitions and statements must be received on the working day prior to the meeting. For this meeting this means that your submission must be received in this office at the latest by **12.00 Noon on Thursday 15th October 2015**.

The notice should be addressed to Legal & Democratic Services, c/o the Democratic Services Team, Brunel House St Georges Road Bristol BS1 5UY, and marked for the attention of Jeremy Livitt.

3. Declarations of interest

Members are requested to receive any declarations of interest by Members of the Scrutiny Commission.

4. Minutes of the Neighbourhoods Scrutiny Commission Meeting – Monday 17th September 2015 (10.30am Start Time) (Attached)

To confirm as a correct record the Minutes of the Neighbourhoods Scrutiny Commission meeting held on Monday 17th September 2015.

5. Action Sheet – Monday 17th September 2015 (10.35am Start Time) (Attached)

To note actions arising from Neighbourhoods Scrutiny Commission held on Monday 17th September 2015



6. Whipping

To give notice of any matters included on this agenda on which political groups intend to exercise a party whip.

7. Chair's Business (10.40am Start Time)

To receive brief announcements or information updates from the Chair as appropriate

8. Update on Libraries – Alison Comley/Di Robinson (10.45am Start Time) (Report Attached)

9. New Byelaws for Parks and Green Spaces in Bristol – Alison Comley (11.15am Start Time) (Report Attached)

10. Housing Revenue Account Business Plan and the Housing Management Board – Nicky Debbage (11.35am Start Time) (Report Attached)

Please note that there will be a presentation for this item (attached to the covering report).

11. Scoping Plan: Updating the 2009 Waste and Street Scene Services Strategy – Kay Russell (12.05pm Start Time) (Report Attached)

12. Work Programme - Romyne De Fonseca (12.50pm Start Time) (Attached)

13. Date of Next Meeting

The next meeting is scheduled for 10am on Monday 23rd November 2015 in a Committee Room, Brunel House, St George's Road, Bristol.



Public Information Sheet

Inspection of Papers - Local Government
(Access to Information) Act 1985

You can find papers for all our meetings on our website at www.bristol.gov.uk

You can also inspect papers at either the Brunel House Reception or at our Record Office, "B" Bond Warehouse, Smeaton Road, Bristol, BS1 6XN; e-mail bro@bristol.gov.uk; telephone 0117 92 24236.

Other formats and languages and assistance
For those with hearing impairment

You can get committee papers in other formats (e.g. large print, audio tape, braille etc) or in community languages by contacting the Democratic Services Officer. Please give as much notice as possible. We cannot guarantee re-formatting or translation of papers before the date of a particular meeting.

Committee rooms are fitted with infra-red induction loops to assist people with hearing impairment. These can be used with either a neck loop (for hearing aid users) or with a headset. The Democratic Services Officer will be able to provide you with these. Hearing aid users need to switch the hearing aid to the "T" position.

Public Forum

Members of the public may make a written statement or present a petition to most meetings, provided that:

- the statement, or in the case of a petition the subject matter, is received by Democratic Services no later than **12.00 noon on the working day before the meeting** and
- the statement or petition is about a matter which is the responsibility of the committee concerned.

Statements and the subject matter of petitions should be e-mailed to democratic.services@bristol.gov.uk or sent to Bristol City Council, Democratic Services Section, Brunel House St Georges Road Bristol BS1 5UY, or faxed to 0117 92 22146.

Any statement submitted should be no longer than one side of A4 paper. If the statement is longer than this, then for reasons of cost, only the first sheet will be copied to Members of Council and made available at the Meeting. For copyright reasons, we are unable to reproduce or publish newspaper or magazine articles that may be attached to statements.

By participating in public forum business, we will assume that you have consented to your name and the details of your submission being recorded in the papers circulated to the committee. This information will also be made available at the meeting to which it relates and placed in the official minute book as a public record.



We will try to remove personal information such as contact details. However, because of time constraints we cannot guarantee this, and you may therefore wish to consider if your statement contains information that you would prefer not to be in the public domain. Public Forum statements will not be posted on the council's website. Other committee papers may be placed on the council's website and information in them may be searchable on the internet.

Process during the meeting:

- Public Forum is normally one of the first items on the agenda, although statements and petitions that relate to specific items on the agenda may be taken just before the item concerned.
- There will be no debate on statements or petitions.
- The Chair will call each submission in turn. When you are invited to speak, please make sure that your presentation focuses on the key issues that you would like Members to consider. This will have the greatest impact.
- Your time allocation may have to be strictly limited if there are a lot of submissions before the meeting.
- You do not have to speak or even attend the meeting at which your public forum submission is being taken. However, if you do not present it, then it will not be read out. It will nevertheless be noted by Members.

Register of Interests

The Register of Interests for Members is available on our website at www.bristol.gov.uk

If you wish to view the Register of Interest of any Co-optee please contact the Democratic Services Officer.

Webcasting/Recording of meetings

Members of the public attending meetings or taking part in Public forum are advised that all Full Council and Cabinet meetings and some other committee meetings are now filmed for live or subsequent broadcast via the council's [webcasting pages](#). The whole of the meeting is filmed (except where there are confidential or exempt items) and the footage will be available for two years. If you ask a question or make a representation, then you are likely to be filmed and will be deemed to have given your consent to this. If you do not wish to be filmed you need to make yourself known to the webcasting staff. However, the Openness of Local Government Bodies Regulations 2014 now means that persons attending meetings may take photographs, film and audio record the proceedings and report on the meeting (Oral commentary is not permitted during the meeting as it would be disruptive). Members of the public should therefore be aware that they may be filmed by others attending and that is not within the council's control.





Agenda Item No: 4

Bristol City Council

Minutes of Neighbourhoods Scrutiny Commission

14th September 2015

Councillors: Fodor, Hance (substitute for Denyer), Harvey, Hickman, Lovell (Vice-Chair), G Morris, Milestone, Negus (Chair) and Tincknell

Officers in Attendance:-

Alison Comley - Strategic Director Neighbourhoods, Romaine De Fonseca – Policy Adviser (Scrutiny), Kate Murray (Head of Libraries), Pam Jones (Service Manager – Environment and Leisure Operations), Kay Russell (Strategic Planning Manager), Angie Burton (Chair of the Officer Task Group for Co-ordinating the Approval of New Byelaws), Di Robinson (Service Director – Neighbourhoods and Communities), Mary Ryan (Service Director: Landlord Services), Becky Pollard (Director of Public Health), Lucy Fleming – Scrutiny Co-ordinator and Jeremy Livitt - Democratic Services Officer,

30. Apologies for Absence and Substitutions

Apologies were received from Councillor Carla Denyer (substituted for by Councillor Fi Hance).

31. Public Forum

There were no Public Forum items for this meeting.

32. Declarations of Interest

There were no declarations of interest.

33. Minutes of Neighbourhoods Scrutiny – 17th August 2015

Resolved – that the minutes of the above meeting be confirmed as a correct record and signed by the Chair subject to altering the word “Emma” to “Estella” (Minute Number 19 – Page 1 of the Minutes) and the word “them” to “waste (Minute Number 27 – Page 7 of the Minutes).

Action: Jeremy Livitt

34. Action Sheet – 17th August 2015

Libraries of the Future Update – Issues Raised at Public Forum (Eastville Library and Issues raised by Steve Crawshaw – UNISON) + Issue of Capital Investment Funding

In response to Members' questions, the Strategic Director confirmed that work was progressing with implementing the decision made at Cabinet following the approval of the Libraries of the Future report.

The Chair pointed out that a full update was required for the Scrutiny Commission on the current situation.

The following points were made by Councillors:

- (1) A clear decision was required as to what the nature of the provision would be during the period between the closure of Eastville Library and its replacement. It was important that this was provided at least 3 months in advance of the closure taking place. It was also important that issues such as the possible establishment of a Neighbourhood Trust were considered – local Councillors should be kept informed of developments throughout the process;
- (2) A full response was required to the various issues raised by Steve Crawshaw in his Public Forum statement, including discussions with Human Resources as appropriate;
- (3) The fact that Eastville Library was also a polling station needed to be taken into account;
- (4) The issue of resilience of the service was a concern – officers needed to provide statistics for opening hours for libraries over the last 2 years so that future provision can be assessed;
- (5) There also needed to be a response to concerns that had been raised about the potential loss of trained librarians arising out of the changes.

In response to the issues raised, the Strategic Director and Head of Libraries made the following points:

- (6) A report would be brought to the 16th October 2015 Scrutiny Commission providing a full update on a range of issues relating to libraries including those raised above;
- (7) Democratic Services were considering alternatives for the polling station at Eastville;
- (8) The Libraries service operated its own Work Life Balance Policy and, therefore, would report on the HR issues mentioned above;
- (9) The relevant JCC would be working with Trade Unions to address issues such as the number of trained librarians;

Resolved – that the Action Sheet be noted and a Libraries Progress Report addressing the issues outlined above be brought to the next meeting on 16th October 2015. ACTION: Alison Comley/Di Robinson

35. Whipping

There was no whipping for this meeting.

36. Chair's Business

The Chair stated that, since there were no Public Forum items, he would allow a longer discussion for Agenda Item 11 – Quarter 1 Outturn Performance Report

37. Updating the 2009 Waste Services Strategy

The Strategic Planning Manager introduced this report outlining the scope of the work required to update the Waste Services Headline Strategy and made the following comments:

- (1) There had already been significant stakeholder engagement in this area
- (2) Work had already started on Phase 1 as part of a process of refreshing the 2009 strategy;

Commission Members made the following comments:

- (3) The Strategy needed to take into account the importance of re-use and repair, as well as recycling. It should also reflect the need for environmentally friendly disposal. Input from other organisations and analysis of work carried out by other Local Authorities was required. Work with other partners (such as the Repair Café) should be considered. It was noted that places such as Exeter had a re-use centre. Other opportunities could be considered such as commercial food waste collections by Bristol Waste Company eg for smaller cafes throughout the city. All of this work could then help to assess the level of material that can be disposed of;
- (4) The paper was quite theoretical and required more detail, although it was acknowledged that this was expected at this stage of the process;
- (5) Greater emphasis on corporate social responsibility was required to ensure greater accountability by different groups ie traders in respect of take away waste;
- (6) Fly tipping was a problem in certain parts of the city, such as Lawrence Hill;
- (7) More effective enforcement was required – very few people were taken to court;
- (8) It was important that there should be no mixed messages in this area. Standards should build on the existing strategy and not be lowered, therefore ensuring that money continued to be saved;
- (9) Devolution was a key aspect of this issue. The damaging impact of previous interference from Central Government needed to be acknowledged;
- (10) A significant piece of work had been carried out in the Bishopston Cotham Redland Neighbourhood Partnership (BCR NP) on enforcement. An assessment of traders in Gloucester Road had indicated that 10% had been

unable to demonstrate that their disposal of waste was legal. A guide had now been created for traders in BCR NP and needed to also be created throughout the city;

- (11) The licensing of scrap metal was also a key issue – greater enforcement of vans who used this was required since many of them were illegal;
- (12) The Bullet Points from the Strategy Document should be circulated with the next report on this issue;
- (13) More information required to be included in the strategy regarding the opportunities provided by the Energy Company;
- (14) There was a need for increased emphasis on Street Scene
- (15) Objectionable materials needed to be separated;

In response, the Strategic Manager and Service Manager (Environment and Leisure Operations) made the following points:

- (16) Further detail would be placed in future waste models – the current report was an outline;
- (17) A piece of work had been started across the Council concerning enforcement, in particular how to do it more effectively;
- (18) A copy of the “Waste Story” was circulated providing a timeline for waste contract issues from 2014/15 through to 2023/4, as well as a summary of the information concerning Waste Treatment arising out of the Sub Group conversations;
- (19) There would be well in excess of 30,000 tonnes of waste each year that needed to be disposed of, so this information could be provided to any new contractor to ensure a commitment to deliver this from them on a yearly basis, together with a potential for a better negotiation of any price;
- (20) The type of treatment used would determine how objectionable materials were separated out;
- (21) The Policy need to ensure that the Council’s existing Environmental Management was reinforced to reflect a belief in the importance of environmental issues in relation to treatment.

Resolved – that a further report be brought back to a future meeting (preferably the next meeting on Friday 16th October 2015) setting out a “direction of travel” for waste and addressing the following issues:

- (a) Greater emphasis on repair/re-use in addition to recycling, including examination of best practice in this area;**
- (b) Greater amount of detail on the arrangements;**
- (c) Increase emphasis on corporate social responsibility from certain groups (such as traders);**
- (d) Including the Bullet Points set out in the Strategy Document;**
- (e) The need for more information on the opportunities provided by the Energy Company;**
- (f) Increased emphasis on Street Scene. Action: Alison Comley/Pam Jones/Kay Russell**

38 Tackling ASB In Parks and Green Spaces

Members received a presentation on this issue from the Chair of the Officer Task Group charged with co-ordinating the approval of the new byelaws by Scrutiny and Full Council. The presentation made reference to the following issues:

A Summary of Action To Date

Details of the Byelaws In Question, setting out proposals for activities not permitted, activities permitted only in designated areas and activities permitted only with consent.

Details of Task Group outcomes

The proposed communications approach

Consultation arrangements

Next Steps/Timeline

Commission Members made the following comments:

- (1) A community model of shared space was paramount;
- (2) Noise was a significant issue in parks – particularly in relation to very loud music. An enforceable byelaw was required to be used if people failed to respond to requests for turning down such music;
- (3) The issue of dogs in parks needed serious consideration – particularly in relation to previous attempts to ban dogs from certain parks primarily due to concerns about dog fouling;
- (4) Communication over the role of the byelaws was important to make clear that it is not an attempt to discourage park use;
- (5) The role of Neighbourhood Partnerships in helping to achieve solutions was important;
- (6) Enforcement in large open spaces (ie to prevent destruction of ancient woodland in Stoke Park) was also important – greater emphasis on community education could help in this respect;
- (7) The role of PCSO's was discussed – it was noted that they could not solely be relied on to enforce in areas where the Police had indicated they could no longer provide the level of enforcement they had been able to;
- (8) Officers should consider the approaches adopted in the United States where trained voluntary community activists had been used to intervene in certain situations;
- (9) The impact of fishing on wildlife would be one issue to be considered as part of a discussion concerning Designated Areas;
- (10) All Park Groups needed to be made aware of the timeline for discussion of this issue.

In response, the Chair of the Officer Task Group stated that the report to be submitted to 16th October Scrutiny Commission will set out a full Engagement Plan.

Resolved –

- (a) that the timetable on this issue be noted, including submission of the Full Council report to 16th October 2015 meeting, followed by a submission to Full Council itself on 10th November;**
- (b) that, in the meantime, the various Park Groups are kept advised of the various timescales and the opportunities for consideration.**

Action: Angie Burton – Chair of the Officer Task Group

39 Environment and Leisure Traded Services

The Strategic Director introduced this report setting out a position statement for Environment and Leisure Traded Services. She explained that officers in Business Change were carrying out a piece of work across the Council on Traded Services.

Commission Members made the following comments:

- (1) Other Local Authorities in the country in places like Kent and Sussex were adopting a progressive approach to becoming a trader in services they operate;
- (2) An analysis was required of the turnover of allotments to assess levels of underuse and voids;
- (3) There were some areas that seemed to be missing from the analysis, such as hiring of public buildings, park events etc – whilst these were in some cases within other Directorate's responsibility, the report needed to reflect those areas where there was overlapping responsibility with the Neighbourhoods Directorate.

In response to members' questions, the Strategic Director made the following comments:

- (4) The Traded Services Income and Expenditure 2015/16 Table showed in red a negative loss (ie a profit);
- (5) Services such as Ashton Court Catering were self-financing;
- (6) The Council set its own fees and charges, so could increase these if it chose to do so.

The Chair of the Business Change and Resources Scrutiny Commission indicated that this issue would be discussed at a future Business Change and Resources Scrutiny Commission as part of the Council-wide review referred to earlier. At this point, Overview and Scrutiny Management Committee would be requested to consider an analysis across all the Scrutiny Commissions. In response to a suggestion from the Chair (of the Neighbourhoods Scrutiny Commission), he agreed that it would be appropriate to set up an Inquiry day

to discuss this subject, in particular ways to make the services more business efficient. It was agreed that the request to the Business Change and Resources Scrutiny Commission should go through OSM.

Resolved – that the Scrutiny Commission requests that the Business Change and Resources Scrutiny Commission (via OSM) sets up an Inquiry Day on the issue of Income Generation for Traded Services to which all Scrutiny Commission Members are invited

Action: Reference to Lucy Fleming (Louise De Cordova to note) – Alison Comley to note – via Informal OSM.

40 Quarter 1 Outturn Performance Report

The Commission noted the Quarter 1 Outturn Performance Report. It was noted that the 5 targets identified in the context section of the report were incorrect.

Councillors made the following comments:

- (1) The report failed to show an appropriate direction of travel for many of the performance targets;
- (2) Some of the indicators (ie BCP004a and BCP004a) seemed to give different outcomes than indicated from data by other indicators;
- (3) Quality of Life has a separate mechanism for evaluating data – this needed to be co-ordinated properly;
- (4) Less than half of the targets had an indication of whether or not they had been reached (ie a coloured box) – the rest were white for various reasons (ie the criteria for operating them have changed etc). Where criteria did change, an interregnum system should be set up to allow comparisons before any new system was created;
- (5) Further detail was required with examples as appropriate;
- (6) The targets did not seem very challenging and in some cases had been lowered. Proper targets needed to be set (ie NH 585 – against a Government standard of 100%, a target of 27% had been set and only 7.5% had been achieved);
- (7) A new baseline was urgently required for targets NH501 and NH502;
- (8) If services were struggling to cope with levels of staff reductions and vacancies in the service, this needed to be made clear in the report. It was noted that there were unfilled vacancies in the structure and that information from HR about this to be included in the report would be helpful;
- (9) The Management Report in respect of alcohol was contradictory;
- (10) It was important to acknowledge that considering Quarter 1 in isolation might be unrepresentative of the financial year as a whole;
- (11) Since the Council was now operating an austerity budget, this would have an impact on key areas such as enforcement – a degree of understanding was required about this.

In response, the Strategic Director, Service Manager (Environment and Leisure Operations), Service Director (Neighbourhoods and Communities), Service Director (Strategic Housing) and Director of Public Health made the following comments:

- (12) The Performance Team were attempting to prevent the information in a standardised way. The Performance Indicators set out in the report were only a proportion of those picked by the Neighbourhoods Leadership team as challenging or significant – therefore, many were amber or red. In some cases, it had not been possible to provide information due to factors outside the Council's control ie a lack of information from key sources such as Public Health England;
- (13) There were a number of areas where the Council had not achieved its target for some time. In some cases, these were in the bottom quartile. Officers were being transparent concerning this. There were a number of factors explaining this ie vacancy management in those areas where recruiting staff was difficult. With some services, the processes were being considered to see if they could be improved;
- (14) Information was awaited from finance concerning NH501 and NH502 – officers were pushing hard to obtain this information as soon as possible;
- (15) In relation to NH079, it was noted that there had been a large drop in achieving this target. Unfortunately, there had been a delay in the contract being put in place – however, this had now been rectified and the required measures would be put in place;
- (16) Whilst the target relating to alcohol had not been achieved in Quarter 1 and was of concern to officers, it was noted that this was an area which was subject to long-term trends (such as Liver Disease) and was likely to fall for the entire year;
- (17) Discussions would take place with Mark Wakefield (Service Manager – Performance and Infrastructure) to improve the format of performance reports – in order to establish if a more simple over-arching report can be produced which addresses the key issues.

Resolved –

- (a) That the Strategic Director discusses the situation further with Mark Wakefield to establish if a more simple over-arching report can be produced which addresses the key issues**
- (b) That a discussion take place between the Chairs of the Scrutiny Commissions and key officers to discuss a means of improving the information that is provided in these reports**

Action:

- (a) Alison Comley (to discuss with Mark Wakefield)**
- (b) Item to be referred to Informal OSM for appropriate – Lucy Fleming**

41 Directorate Risk Register (DRR)

The Strategic Director introduced this report setting out the Directorate Risk Register for scrutiny by the Commission.

Councillors made the following points:

- (1) Further information was required to provide information on the mitigation required to meet the required targets;
- (2) The effect on the HRA of the welfare reforms would have a serious impact.

In response to Councillor's questions, the following points were made:

- (3) Officers had been looking at actions to resolve key issues relating to risks associated with Waste Management and the timescale for the handover of the service would then be clearer;
- (4) Resource would be targeted to address the current gap in life expectancy where the target had not been reached;
- (5) Work as needed to focus on key health areas such as weight loss and monitoring of blood pressure to achieve a quick gain but longer term issues such as people obtaining employment were also important – other key areas might include health checks, smoking and pregnancy;
- (6) If the Public Health grant was cut, this could also impact on the DRR in future.

Resolved – that the report be noted.

42 Housing Inquiry Day – 2nd October 2015

The Scrutiny Co-ordinator introduced this report and made the following points:

- (1) There had been a series of member briefings concerning the event which had recently been held;
- (2) The Chairs of the Neighbourhoods Scrutiny Commission and Place Scrutiny Commission would chair the session. Dr Madge Dresser (University of the West of England) would be attending;
- (3) Councillors were requested to advise officers about any issues they wished to raise on this issue;
- (4) An Information Pack would be provided for the Inquiry Day session;
- (5) The first peer challenge conversations would take place on Tuesday 15th September;
- (6) Nick Hooper was delivering the local report;
- (7) The venue for the session was Horizon House.

Resolved – that the report be noted.

43 Work Programme

The Work Programme for the remainder of the 2015/16 Municipal Year was noted.

Members noted that there would be reports on ASB in Parks and Green Spaces, a Libraries Update and (if available) a Waste Direction of Travel report for the next meeting on Friday 16th October 2015.

44 Date of Next Meeting

It was noted that the next meeting was scheduled for 10am on Friday 16th October 2015 in a Committee Room, Brunel House, St George's Road, Bristol.

CHAIR

The meeting finished at 12.50pm



DEMOCRATIC SERVICES
ACTION SHEET – NEIGHBOURHOODS SCRUTINY COMMISSION
Monday 14th September 2015

Agenda Item	Title of Report/ Description	Action and Deadline	Responsible officer	Action taken and date completed
4	Minutes – Thursday 17 th August 2015	<p>Approved as correct record and signed by the Chair subject to altering the following:</p> <p>“Emma” to be changed to “Estella” in Minute Number 19 (Page 1 of the Minutes) and “them” being altered to read “waste” in Minute Number 27 (Page 7 of the Minutes)</p>	Jeremy Livitt	Completed
5	Action Sheet – Thursday 17 th August 2015	<p>A Libraries Update report to be brought back to the next meeting on Friday 16th October 2015 addressing the issues from this meeting ie concerning Eastville Library, questions raised by Steve Crawshaw (UNISON) in his Public Forum Statement and a Capital Investment Funding</p>	Alison Comley/Di Robinson	

Agenda Item	Title of Report/ Description	Action and Deadline	Responsible officer	Action taken and date completed
		oversight report		
8	Updating the 2009 Waste and Street Scene Services Strategy	<p>That a further report be brought back to a future meeting (preferably the next meeting on 16th October) setting out a “direction of travel” for waste and addressing the following issues:</p> <p>greater emphasis on repair/reuse in addition to recycling, including examination of best practice in this area</p> <p>greater amount of detail on the arrangements</p> <p>Increased emphasis on corporate social responsibility</p> <p>Include the Bullet Points set Out in the Strategy Document</p> <p>More information on the opportunities provided by the</p>	Alison Comley/Pam Jones/Kay Russell	

Agenda Item	Title of Report/ Description	Action and Deadline	Responsible officer	Action taken and date completed
		<p>Energy Company</p> <p>Increased emphasis on Street Scene</p>		
9	Tackling ASB in Parks and Green Spaces	<p>That the timetable be noted, including submission of the Full Council Report to 16th October meeting, followed by a submission to Full Council itself on 10th November</p> <p>In the meantime, the various Parks Groups are kept advised of the various timescales and the opportunities for consultation</p>	Angie Burton – Chair, Chair of the Officer Task Group (charged with co-ordinating the approval of the new byelaws by Scrutiny and Full Council)	
10	Environment and Leisure Traded Services	That the Scrutiny Commission requests Business Change Scrutiny Commission via OSM to set up an Inquiry Day on the issue of Income Generation for Traded Services to which all Scrutiny Commission members are invited	Reference to Lucy Fleming (Louise De Cordova to note) – Alison Comley also to note – via Informal OSM	

Agenda Item	Title of Report/ Description	Action and Deadline	Responsible officer	Action taken and date completed
11	Quarter 1 Outturn Performance Report	<p>Strategic Director to discuss the situation further with Mark Wakefield to establish if a more simple-overarching report can be produced which addresses the key issues</p> <p>A discussion to take place between the Chairs of the Scrutiny Commissions and key officers to discuss a means of improving the information that is provided in these reports</p>	<p>Alison Comley (to discuss with Mark Wakefield)</p> <p>Item to be referred to Informal OSM for discussion – Lucy Fleming</p>	
12	Directorate Risk Register Review	Noted	Not Applicable	
13	Housing Inquiry Day 2 nd October 2015	Noted	Not Applicable	
14	Work Programme	It was noted that the 16 th October meeting would include reports on ASB (prior to being submitted to Full Council), a Libraries Update report and (subject to timescale) a Waste Direction Of Travel Update Report	Romaine De Fonseka (to update Work Programme accordingly)	

Agenda Item 8

Neighbourhoods Scrutiny Commission – Update on Libraries

Friday October 16th 2015

1. Local Consultation for opening hours

The library service will be consulting on the new patterns of opening from September 28th for four weeks until October 25th. We have some good feedback from the consultation but responses have varied enormously from less than 10 to over a hundred for a single library. We will be giving citizens two options for new hours that have been reduced by 25% and also the choice of either Saturday or Sunday as a weekend open day.

All libraries will have a minimum of 20 hours and be open for at least 3 days (two weekdays and one weekend day). The choice will be over more days but shorter hours or fewer days and longer hours. There will be printed copies and an online survey.

Avonmouth opening hours are increasing by 7 hours as previously outlined and we have proposed two scenarios. We will be asking for comments at the next available Neighbourhood Forum and Partnership meeting.

We fully expect in the new service that opening hours will be reviewed far more frequently to reflect the local offer and to respond to local communities. Previously library opening hours rarely changed.

The changed opening hours will be in place from Monday April 4th. New more adaptable signage will also be installed to reflect the changed hours.

2. Technology

i. Broadband upgrade

We are updating our Broadband connections in 8 locations:

- Avonmouth Library
- Clifton Library
- Hillfields Library
- Marksbury Road Library
- Sea Mills Library
- Shirehampton Library
- Stockwood Library
- Wick Road Library

ICT have commissioned Virgin Media to undertake site surveys, and their lead time is around 12 weeks. Therefore we expect that the new broadband will be operational by the end of December 2015.

This work will cost an estimated £90 – 100,000, from the capital fund of £1.2million.

ii. Public computers and software upgrades

All the public computers in every library are being upgraded by our ICT department. The library service has over 240 free public computers. The infrastructure has been built and is being tested w/c Sept 21st. There will be pilots in two libraries in early October, with rollout to all libraries beginning November. Completion is expected in December 2015.

ICT are also working on the additional project of replacing all printers. This is hoped to happen at the same time but dependent upon contractual issues.

There is no cost implication for this work as it has been identified internally.

iii. Swipe Card Access



We are moving forward with pilot locations; currently Westbury Library, Stockwood Library and St George. We have chosen these locations as they are mid-range in terms of usage, a good geographical range, opportunities exist to extend the use of the library building and a chance to pilot the service with a diverse range of communities.

We have already done a building survey in Stockwood and will proceed with Westbury and St George. The installation of Swipe Card (OPEN+ technology) is dependent on the new Library Management System which will be in place in July 2016. The pilots will run for 6 months and be evaluated during that time period.

Swipe Card access is a way of extending access to library buildings outside of staffed opening hours. We will be working with our new library roles (Library Development Officers) to help customers experience using the service outside library staffed hours. Other authorities (Leeds, Peterborough, Brighton and Devon) are also piloting the technology. The authorities have been very generous by sharing their experiences and they report little anti-social behaviour, threat or health and safety concerns. Please see the following -

<http://www.brighton-hove.gov.uk/content/leisure-and-libraries/libraries/libraries-extra>

Peterborough City Council Library Service and Bibliotheca Shortlisted for Customer Project of the Year - Bibliotheca (press release).

"Peterborough City Council Library Service and Bibliotheca have been acknowledged in the finals of the V3 Technology Awards 2015 under the Movers and Shakers category. The nomination for

Customer Project of the Year is in recognition of the innovative technology partnership that transformed the library service. In response to financial challenges and the desire to improve library access, the Council rolled out open+, Bibliotheca's 'open library' solution that enables libraries to remain open anytime, any day on a self-service basis. open+ enabled the council to save £350k per year and extend opening hours from 261 staffed hours to 387 hours, 238 of which are self-service hours. This equates to a 20% cost saving and almost a 50% increase in availability for Peterborough's library network."

3. People

i. Volunteering Programme

We have begun advertising for volunteers by asking them to register interest online. We are concentrating on three initial roles – help with story times, ICT support and local history. We are also considering volunteers to help with events and activities such as author talks; particularly with evaluation. We have had considerable help from our Museum Service in setting this up, learning from their experience of running successful volunteering programmes. So far 14 people have registered.

We are also talking with the Citizens Advice (Bureau) about placing their Digital Skills volunteers in libraries to help with preparing citizens for the advent of Universal Credit but also to enable citizens to access any digital services. We will pilot these volunteers in Junction 3 and then Bedminster. Bedminster is one of the three wards which will begin Universal Credit from November 2015.

ii. New Staff Roles

We are recruiting to 2 new staff roles; the volunteer coordinator role (1 post) and Library Development Officers (3 posts to begin with). The recruitment started in October and we hope they will be in post in November. Some of the priority work areas are –

- Lockleaze – new library provision
- Clifton/Redland – possible community interest
- Hartcliffe – possible move and colocation/integration with CSP
- Lawrence Weston – increase in 7 hours engagement
- Sea Mills/Avonmouth/Shirehampton – working with the community centres and
- St Pauls learning centre - working with Ethical Property

iii. Staff Review

In order to make the savings target by April 1st 2016 and implement the new opening hours, we will be starting a Bristol City Council Management of Change process with all the library staff from late October to March 2016. At this early stage we estimate a staff reduction of approximately 20 FTE.

iv. Staff Working Arrangements (response to UNISON statement)

Under Bristol City Council policies, staff can apply for annual leave and flexible working even when it is operationally impossible to grant. This applies to all BCC services, including Libraries. We have previously reported to Unison (June 2015) that:

- we have 18 flexible working arrangements in place
- we have 19 staff with reasonable adjustments in place through occupational health. These adjustments total over 80, as some staff have multiple adjustments.
- 3 staff were refused leave over summer 2015 – 2 found alternative dates and 1 swapped with another member of staff (1 day)

This is in the context of a staff group of 231 people.

4. Buildings

i. Eastville

Eastville Library Building has been declared surplus as a library property and will progress through the council process of being advertised internally to all departments, to the community and finally through the open market if appropriate. The Library will remain until March 31st 2016 and close on April 1st 2016.

Democratic Services are investigating the use of Glenfrome Primary School as a polling station.

ii. Lockleaze

We are in the process of exploring sites and provision in Lockleaze. We are in discussions with the Lockleaze Neighbourhood Trust, Hub management and United Communities. We are considering a physical space to provide library services with some staff support but also working with the community or a partner. We intend for some provision to be ready for April 2016 if not before.

iii. Community Offer

During the consultation we had considerable interest from Redland, Clifton and Sea Mills libraries about working more closely with the library service in and through those libraries. We are in contact with the Clifton group and will be attending a meeting on October 6th. Sea Mills and Redland friends group are happy to keep in touch and we will be talking to Sea Mills about registering for the volunteering programme.

iv). Diversifying the use of library buildings

We are in discussions with Children's Centres close to Marksbury Road and Hillfields about the extended use of the library building. We have already piloted use on closed days in Marksbury Road successfully. Both buildings will require internal work to achieve more flexible use.

v) Community Model Development

We recently invited library colleagues from other local authorities to come and deliver a session with the Library management team to share practice on different approaches to community modelling, what has worked and what hasn't in their areas. The results of this day are being worked up to provide us with a set of guidelines about how we can approach working closely with communities to shape their services, whether they are interested in a more active friends group, increased say over

what happens in their local library or have a desire to take on more of the running aspects of the library.

5. Capital spend

Please see attached draft profile of spend.

October 6th 2015

Agenda Item 8 - Appendix

Libraries Capital Programme - Draft Profiling

Central Library on 05/10/15

Programme Area	2015/16	2016/17	2017/18	Total
Broadband upgrades	£100,000			£100,000
Signage Improvements	£22,000			£22,000
Swipe Card Access (1)	£1,000	£160,000	£240,000	£401,000
Self Service Kiosks		£90,000		£90,000
Building Improvements (3)	£25,000	£260,000	£155,000	£440,000
Hardware and Software upgrades		£20,000	£20,000	£40,000
Dedicated Resource to Support Changes (2)	£7,000	£50,000	£50,000	£107,000
Total	£155,000	£580,000	£465,000	£1,200,000

(1) 2015/16 - £1K Building Survey St George, Westbury

(2) 2015/16 and 2016/17 - £7K in each year for resources to support change

(3) Further Breakdown of Assumptions for Building Improvements

Programme Area	2015/16	2016/17	2017/18	Total
Building Improvements				
Toilets and internal improvements		£140,000	£155,000	£295,000
Environment - Bookshop style layouts		£60,000		£60,000
Fit Out and Re-location - Lockleaze	£15,000			£15,000
Fit out and Relocation - Others TBA	£10,000	£60,000		£70,000
Total	£25,000	£260,000	£155,000	£440,000

BRISTOL CITY COUNCIL

Neighbourhoods Scrutiny Commission

Friday 16th October 2015

Report of: Alison Comley Strategic Director Neighbourhoods

Title: New byelaws for parks and green spaces in Bristol

Ward: Citywide

Contact Telephone Number: 0117 922 2732

RECOMMENDATION

That Scrutiny notes and provides its views of:

- The report to Full Council proposing new byelaws for Bristol's parks and the revocation of the city's Victorian parks byelaws;
- The Council's approach to communication and consultation through the process of adoption, confirmation and implementation;
- The information appended in support of the Full Council report to and its role in fully informing members and the public of how the byelaws proposal will act and why.

Summary

It is proposed to support and encourage the considerate and responsible use of Bristol's shared parks and green spaces by adopting a new set of byelaws intended to deter nuisance and other low-level antisocial behaviour. The byelaws will be put to Full Council to adopt at its meeting on 15th December 2015.

The proposed byelaws apply only to those green spaces where issues have been reported and which meet the criteria for byelaws set out by the Department for Communities and Local Government (DCLG).

If Full Council resolves to adopt the byelaws, that decision will be subject to a statutory process involving public advertisement prior to any submission for confirmation. A process of consultation will be carried out to identify parks where some activities included in the byelaws can continue to take place. It is anticipated that byelaws may be in place by late Spring 2016.

The significant issues in the report are:

- The preferred date for consideration and adoption of the byelaws by Full Council is 15th December 2015.
- Work will continue to ensure the communications subjects and action plans meet Scrutiny and stakeholder expectations;
- The final schedule of sites to which byelaws has increased in response to more reported nuisance incidents.

Consultation

Refer to the draft Full Council report given as Appendix 1 for details on consultation.

1. Internal

Liaison about the proposed byelaws has been extensive with Neighbourhoods Scrutiny fully involved in examining the need for byelaws and shaping the final proposals.

A Working Group of Council officers covering a range of disciplines and the police has contributed and guided the development and content of byelaws since the need for new byelaws was first raised by the police in 2012.

2. External

The proposed byelaws have been the subject of a full public consultation exercise and a number of external stakeholders including park groups, the Bristol Parks Forum and equalities communities have been asked for their views.

Context

The draft report to Full Council (Appendix 1) sets out fully the context for the proposal.

- 3.** Officers will continue to finalising communications documents such as 'Frequently Asked Questions' to ensure that all the issues raised by Scrutiny and other stakeholders in the process are reviewed and answers prepared.
- 4.** The number of sites proposed to be covered by the new byelaws has been kept under review in order to ensure that any recent nuisance issues raised and recorded are taken properly into account and reflected in the final schedule of sites.

Proposal

5. That Full Council at its meeting on 15th December 2015 approves a new set of 24 byelaws that support and encourage considerate and responsible use of Bristol's shared parks and green spaces by helping to prevent and tackle low-level antisocial and nuisance behaviour.

(Refer to Appendix 2 for byelaws and the schedule of sites. Refer to Appendix 3 for location maps of sites)

That Full Council also revokes the city's existing Victorian parks byelaws and authorises steps to seek final approval from the Secretary of State for Communities and Local Government.

6. The byelaws will:
- Help promote an image of safer, well-managed public parks and green spaces;
 - Help communicate to park users and the wider community what activities can be enjoyed across all our parks and what activities may need permission or are better taking place in a smaller number of spaces;
 - Help empower communities and Neighbourhood Partnerships to deal with local issues when they arise;
 - Complement other powers such as those provided by the Anti-social behaviour, Crime and Policing Act 2014 by offering a tried and tested means of responsible, rapid and proportionate enforcement where required in the particular circumstances;
 - Focus on issues known to occur in parks and green spaces to facilitate and support good park management in the public interest.
7. The number of sites to which byelaws will apply has been revised upwards from the original proposal discussed at earlier Scrutiny meetings – from 207 to 212 sites. This is to respond to more reported and recorded incidents of nuisance behaviour. A final check by the Council's Property Service is being carried out to be sure relevant criteria are met. Additional sites to be included are:
- i. Emerson Square children's play area (Lockleaze)
 - ii. North Street Green (Bedminster)
 - iii. Redford Crescent Open Space (Bishopsworth)
 - iv. Friends Burial Ground (Cabot)
 - v. Whitchurch Cycle Path – extension of footprint (Stockwood)
 - vi. Plummers Hill Open Space (St George West)

It is also required to remove Filwood Park (Filwood) from the site schedule as the Council no longer owns or manages the site and

therefore does not have the relevant powers required to apply byelaws.

Please note with regard to Castle Park: This is one of the sites that is not included due to being covered by The Bristol City Docks bylaws 2009, which are made under different legal powers to the ones relied upon in this report. Ideally the site would be covered by the same provisions as are proposed here for other spaces as officers consider the case is made. It may be that this can only be achieved with a review of the Docks bylaws themselves, but officers are exploring whether there is any way to include Castle Park at this stage rather than engage in or await a full review of the 2009 bylaws.

8. The Council will implement a through communications programme that meets the recommendations set out at previous Scrutiny meetings and responds to issues raised by stakeholders and communities regarding byelaws. The communications plan will:
 - Give clear messages that the city's parks and green spaces are something we should all take pride in and that our aim is one of light touch regulation where possible to allow everyone to enjoy parks safely and to be respectful and considerate to everyone else using them.
 - Provide information direct to key stakeholders such as members and park groups as well as the public using a full range of media and printed materials.
 - Be clear about the process of adoption after Full Council, the further public engagement the Council will undertake in relation to designated areas and the processes and means of enforcement that could be employed.

(Refer to Appendix 4 to view the communications plan and summary)

9. The byelaws do not attempt to control all nuisance and other anti-social behaviours and the byelaws do not seek to duplicate other suitable means of enforcement. The communications plan will provide relevant information. For example the byelaws did not include the regulation of dog owners (in relation to dog fouling and the keeping of dogs on leads in designated areas) as these issues were covered by the provisions of the Clean Neighbourhoods and Environment Act 2005. Now such regulation will be by means of Public Space Protection Orders under the 2014 Act.

Public Space Protection Orders are time limited (up to three years unless renewed) and parks and green spaces could be included as a restricted areas. Orders can include reasonable requirements and prohibitions, for example:

- keep your dog on a lead

- put your dog on a lead if told to by a police officer, police community support officer or someone from the council
- stop your dog going to certain places - like farmland or parts of a park
- limit the number of dogs you have with you (this applies to professional dog walkers too)
- clear up after your dog.

10. The Council has agreed with the police a process of enforcement for byelaws with Police Community Support Officers and the Parks service acting on-site to communicate with and inform park users, carry out monitoring and undertake local education campaigns. Investigation of offences would be undertaken by Street Scene Enforcement Officers and should they recommend prosecution these cases would be conducted by a member of the Council's in-house legal team. Refer to Appendix 5 for an enforcement process diagram.

11. Next steps:

- i. 15th December - Report presented to Full Council
- ii. Jan – March - consultation with the public and relevant interest groups, including Neighbourhood Partnerships, about designated areas for fishing, BBQs/fires, horse riding & model aircraft.
- iii. April 2016 - Application to DCLG for Sec of State to confirm byelaws.
- iv. Pending confirmation: rollout of new byelaws and supporting communication programme.

Other Options Considered

12. An initial proposal included five more byelaws and was the subject of consultation in 2013 followed by examination by the Neighbourhoods Scrutiny Commission.

Risk Assessment

13. Key risk of Full Council approving new byelaws for Bristol:

After adoption by Full Council the byelaws may be advertised and submitted to Secretary of State for the Department of Communities and Local Government (DCLG). Secretary of State will either confirm the byelaws, refuse to confirm them in whole or part, direct the Council to amend them, ask for further consultation or order a public inquiry if contentious. DCLG may fix a date by which they would come into

operation.

Mitigation: The Council has engaged in extensive consultation and scrutiny of the proposals. It has taken great care to ensure that its proposals are necessary, proportionate and directed to dealing with issues of legitimate public concern.

14. Key risks of Full Council not approving new byelaws:

The current byelaws, which are not considered to be fit for purpose and have not been enforced, will remain in place;

Council resources will need to be deployed to explore the use of other powers to tackle the issues that could have been addressed via a bylaw. This could prove resources intensive and where Orders are made for particular places these require review every three years if they are to continue in place.

The earlier byelaws proposals received public support demonstrated through consultation. The Council will need to be clear of its approach to deterring and tackling nuisance and anti-social behaviour using existing powers.

Public Sector Equality Duties

- 8a) Please refer to the draft Full Council report given as Appendix 1 advising of the Public Sector Equality Duties, how they are relevant to the proposal and notification of an equalities impact assessment.

Legal and Resource Implications

Legal

Only the full council is able to make the decision to adopt byelaws. The Council's executive arrangements must ensure that its overview and scrutiny committees have power between them to do certain things and in relation to functions that can only be discharged by full council those things are:

- to review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are not the responsibility of the executive;
- to make reports or recommendations to the authority or the executive with respect to the discharge of any functions which are not the responsibility of the executive,

- to make reports or recommendations to the authority or the executive on matters which affect the authority's area or the inhabitants of that area.

This committee's terms of reference enable it to exercise these statutory powers in relation to this report

Legal advice provided by: Pauline Powell, Team Leader (Planning, Transport and Regulatory law) for Service Director – Legal services

Financial

(a) Revenue

Revenue costs are difficult to predict currently but it may be anticipated that some promotion of the byelaws will be needed as well as a limited number of signs located at key sites.

A Finance officer has not been consulted.

(b) Capital

No costs anticipated.

Land

Land affected is given in Appendix 2.

Personnel

Not applicable

Appendices:

- Appendix 1 - Report to Full Council for adoption of new byelaws for Bristol
- Appendix 2 - Draft copy of new byelaws and site schedule
- Appendix 3 – Maps identifying the location of sites to which byelaws will apply and other sites other considered by the Council's Parks and Green Space Strategy.
- Appendix 4 - Communications Plan and summary document
- Appendix 5 - Enforcement process diagram

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Papers:

A list of relevant background papers is given as part of the draft Full Council report provided as Appendix 1.

AGENDA ITEM NO 9 – APPENDIX 1

BRISTOL CITY COUNCIL

Full Council

15 December 2015

Report of: Alison Comley, Strategic Director Neighbourhoods

Title: New Byelaws for Parks and Green Spaces

Ward: Citywide

Officer Presenting Report: *<Insert report author's job title>*

Contact Telephone Number: *<Insert contact telephone number>*

RECOMMENDATION

Full Council resolves to:

1. Adopt a new set of byelaws for parks and green spaces as set out at Appendix 1 and in doing so agree to revoke existing Victorian parks byelaws;
2. Advertises its intention to ask the Secretary of State for The Department of Communities and Local Government to confirm the byelaws; and
3. Authorises the affixing of the common seal to the byelaws and their submission to the Secretary of State for confirmation.

Summary

In order to ensure park users' enjoyment and safety, the council and partners need to be able to tackle nuisance and other anti-social behaviour that adversely affects the enjoyment of these open spaces by our communities.

During a public consultation exercise in 2013, 77% of respondents were in favour of revised byelaws indicating public expectation that the council should actively manage use of, and control behaviours in, council-owned green spaces.

After considering reported evidence of nuisance, a public consultation and examination by Neighbourhoods Scrutiny Commission, new byelaws are proposed for 212 publicly accessible green spaces in Bristol.

Byelaws complement powers in other legislation such as the Anti-social Behaviour, Crime and Policing Act 2014. Updating the byelaws will provide a 'tool-kit' of options that will mean nuisance behaviours and park management issues can be addressed more positively and swiftly than is presently the case.

The significant issues in the report are:

- A proposal to adopt a new set of 24 byelaws to a schedule of 212 of the city's public green spaces;
- Following Full Council approval, the byelaws will need to be confirmed by the Secretary for State for the Department of Communities and Local Government.
- The deletion of the city's existing Victorian parks byelaws;
- A proposed consultation to help decide the designated areas where byelaws relating to BBQs/fires, horse riding, fishing and model aircraft will apply;
- The need for byelaws to be applied through a new process involving Police Community Support Officers, Street Scene Enforcement Officers and Parks Officers.

Policy

The report makes recommendations about the development of byelaws for 212 of the 430 parks and green spaces defined in the Council's Parks and Green Spaces Strategy which was adopted in 2008.

Consultation

Internal

The principle of a new set of byelaws for Bristol has been comprehensively examined by Neighbourhoods Scrutiny Commission initially at meetings in December 2013 and April 2014, at a Scrutiny Inquiry Day held in Nov 2014 and at meetings in April and September 2015.

The Inquiry Day was held to consider the Council's approach to dealing with nuisance and anti-social behaviour in parks and green spaces, and to examine the nature of any objection to original byelaw proposals and how byelaws may relate to the provisions of the ASB, Crime and Policing Act 2014.

As a result a Working Group of the police and council officers covering a range of disciplines was established to actively respond to Scrutiny recommendations and propose a clear approach to enforcement and communications.

The outcome is that the Commission supports and proposes a revised set of byelaws from those initially proposed in 2013 together with the use of other powers where appropriate.

External

A full public consultation took place between 7th June and 13th September 2013 on a proposed adoption of 29 model byelaws designed to tackle known, reported nuisance and other anti social behaviour. Nearly 1000 people responded to an online and paper survey. The full results are attached as a report in Appendix 2.

The majority of respondents, 77%, said they were in favour of new byelaws for parks and green spaces, giving a clear message that the public expect the council to actively manage nuisance behaviour in its parks and green spaces. Of these, 85% thought they would make parks better for everyone, 79% thought they will make them safer and 72% thought they would make them more family friendly.

Of those that did not support byelaws, 43% did not feel there were any problems in parks and 40% thought they would put people off from using parks. Others felt that the proposed byelaws were too restrictive and difficult to enforce.

A number of special interest groups, including equalities groups and Neighbourhood Partnerships also responded through face to face consultation. The report equalities impact assessment highlights that byelaws should act to ameliorate fears for personal safety (NOTE: the key recommendation of the equalities assessment for the Council's parks strategy was that *"improving the perception of safety and security in all different types of green spaces will have a greater positive impact on disabled people, ethnic groups, women, young people and older people"*).

Avon and Somerset Constabulary has been consulted and support the City Council's endeavours to tackle ASB and promote good conduct in its parks and green spaces which reflect the priorities of the Police & Crime Commissioner. The Police remain committed to using all powers at their disposal to enforce the law.

Representatives of The Police, the Bristol Parks Forum, the Stoke Park Steering Group and Leeds City Council (who had recently introduced parks byelaws) attended the Neighbourhoods Scrutiny Inquiry Day (Nov, 2014).

Context

1. Bristol City Council, the police and local communities and other agencies want everyone to enjoy the city's parks and green spaces. To ensure everyone's enjoyment and safety, there is sometimes a need to proactively tackle anti-social and nuisance behaviours that adversely affect the enjoyment of park users and affect our communities. Byelaws are a common, tried and tested mechanism to do this.

2. Byelaws are a form of local legislation made using powers conferred under Act of Parliament. They have to be approved by the Secretary of State through the Department for Communities and Local Government (DCLG).

Bristol has a set of Victorian parks byelaws that apply to 25 of its parks. These have not been enacted for some considerable time and do not cover all types of anti-social and nuisance behaviours that are reported. A new, more useful, set of byelaws would replace these and apply to many more parks in the city.

3. Since 2012, the Council and other partner agencies have been looking at how to tackle the issues raised by local residents and park users regarding anti-social behaviour in a number of parks and green spaces. Police advice at the time was that they could not take effective enforcement action in many cases because of the lack of comprehensive byelaws.

The Council and police then considered the appropriateness of 'model byelaws' set out by DCLG and local evidence for anti-social and nuisance behaviours in relation to these.

4. Considering the two-year period from April 2011 to March 2013 the Council and the police received a total of 3,157 complaints about nuisance in parks which were specifically about issues that could be covered by the initial, larger set of 29 proposed byelaws. A total of 222 identifiable sites were affected (of the 430 recognised by the Council's Parks and Green Space Strategy).

Therefore a significant body of evidence exists of low-level antisocial behaviour that byelaws could help tackle.

NOTE: DCLG guidance states that site-based evidence of nuisance and anti-social behaviour must support a byelaws request and that an applicant should not unnecessarily seek to extend byelaws to issues or sites where evidence of their need cannot be provided.

5. Work took place to check whether the relevant power to promote the model parks byelaws covered these sites. Excluding sites that are covered by other local legislation, namely the Docks (2009) byelaws and The Downs byelaws, a total of **212** sites are recommended to be scheduled and included.
6. Following the 2013 public consultation on the original byelaws proposal, the Council's Neighbourhoods Scrutiny Commission examined the issues raised. It further examined the current rationale for byelaws following the Council's adoption of the provisions of the ASB, Crime and Policing Act 2014.

As a result of its Inquiry Day (Nov, 2014), the Commission made a number of recommendations which included:

- i. a review of the original (2013) byelaws proposal;
- ii. a consideration of the use of other ASB legislation to tackle problems where this is more appropriate than the use of byelaws;
- iii. the clarification and promotion of measures to tackle issues around dogs and dog fouling;
- iv. the development of a communications strategy so the public are clear about the Council's intentions regarding the use of byelaws and other legislation to tackle nuisance and anti-social behaviours in parks.

The full Inquiry Day report can be seen in Appendix 4.

7. At its meeting of April 2015, the Commission then agreed and recommended a revised set of byelaws be progressed and considered by Full Council. The revised proposals continue to be based on the model byelaws that have been drafted by the DCLG and are in use in other Authorities, but omits byelaws relating to:

- i. Climbing;
- ii. Children's play areas;
- iii. Children's play apparatus;
- iv. Skateboarding; and
- v. Ball games.

As a result the number of byelaws proposed has reduced from 29 to 24.

8. The powers in the ASB, Crime and Policing Act 2014 can work alongside byelaws to enable the police, the Council and others to deal with people who behave anti-socially. Crucially, the powers of the Act provide maximum flexibility, allowing local agencies to work together to develop reasonable, proportionate and necessary responses to deal with anti-social behaviour.

- i. Community protection notice:

The community protection notice can provide a quick and effective response to those who persistently act in a way that has a detrimental effect on the quality of life of those in the locality. Available to councils and the police, this out-of-court notice can place restrictions on their behaviour (in the case of an individual, as long as they are aged 16 or over) and, if necessary, force them to take steps to rectify the issue. In deciding whether the behaviour is having a detrimental effect on the quality of life of those in the

locality, issuing officers should consider speaking to victims and potential victims to understand the wider harm to individuals and the community.

ii. Dispersal power:

The dispersal power can be used by police officers in uniform. Police community support officers can also use this power if designated by their chief constable. The authorising officer can sanction use of the power in a specified locality for a period of up to 48 hours making each decision on a case-by-case basis.

iii. Public Spaces Protection Order (PSPO):

The PSPO is designed to deal with a particular nuisance or problem in an area. It should prove to be an effective tool to tackle locally identified issues. The behaviour must be having a detrimental effect on the quality of life of those in the community, it must be persistent or continuing and it must be unreasonable. The PSPO can impose restrictions on the use of that area which apply to everyone who is carrying out that activity. The council can make a PSPO on any public space within its own area where certain statutory grounds are met, but before doing so it must engage in necessary consultation, which always includes the police. The council must also consult whatever community representatives it thinks appropriate. This could relate to a specific group, or an individual or group of individuals, (for instance, regular users of a park). Before making a PSPO, the council also has to publish the draft order in accordance with regulations made by the Secretary of State.

Pros/cons of any given approach:

- i. Byelaws can be enforced immediately whereas other interventions may require evidence of a persistent nuisance to be built up over time. Equally anybody breaching a byelaw can be immediately removed by the council or police.
- ii. Byelaws can empower communities where in some instances members of the public can issue instruction to others to cease their anti-social behaviour, rather than rely on an enforcement agency to act.
- iii. The very fact byelaws are in place may lead to expectations by some members of the public that enforcement agency activity will increase or be more responsive that cannot always be satisfied, whether because resources are scarce or due to the response sought being considered to be excessive in the particular circumstances of the case or for some other reasonable cause.

9. All warranted police officers can enforce byelaws. The Chief Constable of Avon & Somerset Constabulary has also designated the power to enforce byelaws to Police Community Support Officers.

Proposal

10. Following public consultation and examination by Neighbourhoods Scrutiny, it is proposed that Bristol adopts a set of 24 byelaws; a revision of the original proposal in 2013.

(NOTE: The full set of byelaws and schedule of sites recommended for adoption are given in Appendix 1. Maps identifying the boundaries and location of scheduled sites are given in Appendix 8. Sites not included in the byelaws are listed in Appendix 10)

The byelaws will improve the ability of the Council and police to tackle nuisance and anti-social behaviours in 212 of the city's parks and meet the expectations of the majority of residents as determined by public consultation.

The wording of the proposed byelaws does not deviate from the model byelaws Set 2 (2006) published on the Department for Communities and Local Government (DCLG) website.

11. As a result of the 24 byelaws proposed, 8 activities will not be permitted in all 212 sites in the Schedule. These relate to:
- i. Site opening times
 - ii. Protection of structures and plants
 - iii. Throwing of 'missiles'
 - iv. Interference with life-saving equipment
 - v. Cycling to cause danger or reasonable fear of injury
 - vi. (Driving of) Motor vehicles
 - vii. Blocking of watercourses
 - viii. Obstruction of officers carrying out their work

The byelaws will result in 12 further activities requiring Council consent upon application. These relate to:

- i. Erection of structures
- ii. Grazing
- iii. Protection of wildlife (consent for pest control or culling)
- iv. Lighting of fires
- v. Overnight parking

- vi. Archery
- vii. Camping
- viii. Field sports
- ix. Provision of (chargeable) services
- x. Excessive noise
- xi. Public shows and performance
- xii. (Take-off and landing of) Aircraft, balloon, helicopter, hang glider

For five of the byelaws, designated areas where an activity can be permitted are proposed to be identified. These relate to:

- i. BBQs (part of 'lighting of fires' byelaw)
- ii. Horse riding
- iii. Golf
- iv. Fishing
- v. Model aircraft

It is proposed that appropriate consultation is carried out before designated areas are identified and byelaws are confirmed by DCLG. Neighbourhood Partnerships and specialist interest groups will be invited to make a formal comment as part of the consultation.

For two of the byelaws, the Council is obliged to identify any lawful rights or privileges that exist. These relate to vehicles and horse-riding and are identified in Appendix 9.

12. New byelaws would give the police and authorised council officers the power to take enforcement action against people who contravene the byelaws. They would be used proportionately and with regard to the council's Enforcement Policy For Regulatory Services.

The principles set out in the current policy are that:

- i. Regulatory activities should be carried out in a way which is transparent, accountable, proportionate and consistent;
- ii. Regulatory activities should be targeted only at cases in which action is needed.

The enforcement policy predicates a proportionate, incremental approach. The overwhelming majority of issues reported to the authority are dealt with through early, informal interventions and words of advice. It remains our approach that issues affecting users of our parks and green spaces will be tackled in this way but where more robust enforcement is appropriate there are a range of tools and powers at our disposal to tackle the negative effects of anti-social conduct.

Byelaws will complement other interventions available to the council and are compatible with the enforcement approach set out in the Council's policy.

The Council's enforcement policy can be found online at <http://www.bristol.gov.uk/page/financial-help-and-benefits/regulatory-services> .

13. For byelaws, enforcement has two parts: 1) first on-site contact role, communication, education and evidence gathering; 2) case investigation and prosecution role. The police and the Council have agreed that for the first 12 months after byelaws have been adopted, part 1 will be carried out by Parks officers and Police Community Support Officers (PCSOs). Investigation of offences would be undertaken by Street Scene Enforcement Officers and should they recommend prosecution these cases would be conducted by a member of the Council's in-house legal team. Byelaws will always be available for police officers to use if appropriate on a case by case basis.

After 12 months this will be reviewed.

A simple model has been developed with the police to manage the enforcement approach, powers and reporting processes – refer to Appendix 7. A training module will be run for officers and PCSOs involved in enforcement.

Neighbourhood Delivery Teams will work within the process to advise on which powers may be appropriate to tackle different types of anti-social behaviour and target local priorities.

14. Neighbourhoods Scrutiny Commission set out the need for a clear communications strategy to accompany new byelaws and their relationship with other legislation to tackle nuisance and anti-social behaviour in parks.

Communications should clearly set out:

- i. Positive messages about public enjoying the city's open spaces responsibly and considerately
- ii. Steps prior to adoption including identification of permitted areas;
- iii. which sites byelaws do and don't apply to and why;
- iv. how byelaws will be enforced including the principle of proportionality, links to local priorities, consistency of approach and community / stakeholder engagement;
- v. notification to park users of new byelaws for green spaces;
- vi. how, rather than byelaws, other existing legislation will come into play in respect of certain nuisance and anti-social behaviours. In

particular , how byelaws will work alongside the provisions of the ASB, Crime and Policing Act 2014;

The proposed Communications Strategy that responds to this need is given in Appendix 3.

15. There are four key steps to adoption and confirmation of byelaws:
 - i. If Full Council agrees the recommendation, byelaws will be made under the Council's seal;
 - ii. The Council will consult on recommendations for permitted areas where an activity can take place when the byelaw will prevent this elsewhere - for example, barbecues and fishing;
 - iii. Notice of intent to apply for confirmation of byelaws will be given in one or more newspapers circulating in the Bristol area and a copy of the byelaws will be deposited at relevant Council officers for public viewing;
 - iv. A full application will be made to DCLG for Secretary of State to confirm byelaws;

Secretary of State will either confirm the byelaws, refuse to confirm them in whole or part, direct the Council to amend them, ask for further consultation or order a public inquiry if contentious. DCLG may fix a date by which they would come into operation;

A more detailed breakdown of all steps necessary and a predicted timeline is given in Appendix 4.

16. NOTE: Clifton and Durdham Downs are not covered by this proposal. This space is covered by The Downs Act and has site-specific byelaws agreed by the Downs Committee in 1998 and 2003.

A number of spaces close to the city docks are not covered by this proposal. These are covered by byelaws relating to Bristol docks. These can be found on line on the Council's website at:

<http://www.bristol.gov.uk/sites/default/files/assets/documents/city-docks-byelaws.pdf> .

Other Options Considered

A previous proposal included five more byelaws and was the subject of consultation in 2013 followed by examination by the Neighbourhoods Scrutiny Commission.

The proposal generated widespread public and media interest. Although the proposal drew broad support in the public consultation with 77% in favour, there were significant concerns raised about byelaws that covered climbing trees, use of children's play areas by

young people over 14 years, skate-boarding and lighting fires (including barbecues).

After further examination, officers and Scrutiny accepted that, although these byelaws would have been applied in line with the Council's enforcement policy, satisfactorily communicating this was difficult and potentially harmful to the progress of other byelaws that were less controversial. In addition, the ASB, Crime and Policing Act 2014 provides powers that may be used to tackle persistent nuisance and anti-social behaviour for a temporary period if and when appropriate.

An option not to carry forward byelaws was also indirectly a consideration, particularly of the Scrutiny Inquiry Day (Nov, 2014). However the benefits of having byelaws as a primary or secondary mechanism to deal with nuisance issues became clearer, with delegates noting the relatively higher resourcing needed to apply new powers provided by the 2014 Act, which are relatively untested. The success Leeds City Council feels it has had managing nuisance issues since adopting byelaws was also noted.

Risk Assessment

Risks of proceeding with the recommendation:

- i. Further public concern that byelaws may criminalise people for what may be perceived as low level misdemeanours.
- ii. Harm to reputation of Bristol City Council that park users are being unfairly targeted.
- iii. DCLG does not confirm byelaws in whole or part for Bristol.

Mitigation:

The Council has engaged in extensive consultation and scrutiny of the proposals. It has taken great care to ensure that its proposals are necessary, proportionate and directed to dealing with issues of legitimate public concern.

Only eight activities are not permitted outright which clearly focus on dangerous and/or unarguably anti-social activities.

Clear communications strategy focussing on the public enjoying shared green spaces responsibly and considerately. Programmed communications with stakeholders regarding intention of byelaws, demonstrating general level of public support and the benefits of their being in place.

Appropriate enforcement process and protocol agreed with police and others.

Longstanding communication with DCLG is in place and ongoing to support the process.

A thorough public consultation process is evident indicating support for byelaws.

An evidence base to identify and demonstrate nuisance and antisocial behaviours in Bristol is in place.

Risk of not proceeding:

- i. Continued public complaints to the Council about nuisance and antisocial behaviours that the police and Council officers find difficult to act upon. Particularly, short term issues where significant disruption or harm is caused.
- ii. Council resources will need to be deployed to explore the use of other powers to tackle the issues that could have been addressed via a bylaw. This could prove resources intensive and where Orders are made for particular places these require review every three years if they are to continue in place.
- iii. The current bylaws, which are not considered to be fit for purpose and have not been enforced, will remain in place.

Mitigation:

Resourcing education, prevention and landscaping measures for continuous or chronic issues and complaints.

The Council will need to reconsider its approach to controlling nuisance behaviours with greater emphasis on supporting and implementing the ASB, Crime and Policing Act 2014 with regard to parks and green spaces.

The earlier byelaws proposals received public support demonstrated through consultation. The Council will need to be clear of its approach to deterring and tackling nuisance and anti-social behaviour using existing powers.

Public Sector Equality Duties

- 8a) Before making a decision, section 149 Equality Act 2010 requires that each decision-maker considers the need to promote equality for persons with the following “protected characteristics”: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation. Each decision-maker must, therefore, have due regard to the need to:

- i) Eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010.
 - ii) Advance equality of opportunity between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to --
 - remove or minimise disadvantage suffered by persons who share a relevant protected characteristic;
 - take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of people who do not share it (in relation to disabled people, this includes, in particular, steps to take account of disabled persons' disabilities);
 - encourage persons who share a protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
 - iii) Foster good relations between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to –
 - tackle prejudice; and
 - promote understanding.
- 8b) Equalities issues were raised by consultees. These have been captured in the full equalities impact assessment at Appendix 5 with actions that will ensure effective communication of the byelaws and monitoring to ensure that they are used effectively and without adverse impact on specific equalities groups.

Legal and Resource Implications

Legal

The making of byelaws is a function of full Council.

Apart from a general power to make byelaws the relevant legislation supporting the recommendation is The Public Health Act 1875 and The Open Spaces Act 1906. These Acts enable local authorities to make byelaws for the regulation of public walks and pleasure grounds and of open spaces respectively. Which enabling powers are appropriate will depend on the statutory authority from which the Council's interest the land is derived and whether or not the Council is involved in the management of the land.

In considering an application for confirmation, DCLG will concentrate on the following:

- (1) that the byelaws are within the powers given under the relevant legislation and that any procedural step required under the legislation has been taken;
- (2) that they do not duplicate or conflict with the general law, existing byelaws or any local Act, or common law;
- (3) that the nuisance they address merits criminal sanctions and that, to a reasonable person, the penalty available is proportionate;
- (4) that they directly address a genuine and specific local problem and do not attempt to deal in general terms with essentially national issues; and
- (5) that they do not conflict with Government policy.

Byelaws should only be introduced if there is evidence to show that the issues covered are a significant problem and that it has not been possible to resolve the issues effectively with current powers. As indicated in the preceding paragraph, when considering whether to confirm byelaws The Secretary of State will need to consider whether they will be seen to be addressing genuine local problems in a proportionate way. Ensuring the proposals are proportionate requires the decision taker (that is, the full Council initially and then the Secretary of State if the recommendation in this report is supported) to balance the restrictions that would be imposed by the measure with the severity of the nature of the prohibited activity.

The byelaws must be made to meet a legitimate aim, must be a suitable way of achieving that aim and must be necessary and reasonable bearing in mind the competing interests of those affected by them; in other words byelaws must not be adopted if judged to be a 'sledgehammer to crack a nut'

If adopted these byelaws would create new criminal offences, or extend the ambit of existing offences to more areas in the City. Therefore there are checks and balances on byelaw making powers, so whilst they must be made under the Council's seal, they cannot take effect until they are approved by the Secretary of State.

The report reflects the great care The council's officers and scrutiny members have taken to ensure these proposals meet these tests; and in particular to identify where a more targeted shorter term approach available in newer legislation would be sufficient to tackle the problem.

It should be noted that before resolving to adopt the byelaws, the Council must have due regard to the need to eliminate unlawful conduct under the Equality Act 2010, the need to advance equality of opportunity and the need to foster good relations between persons who share a

protected characteristic and those who do not. These matters are addressed in appendix 5 to this report.

In the event of Full Council adoption and the byelaws being sealed, they will be submitted to DCLG for approval.

The Secretary of State may either confirm or refuse to confirm byelaws submitted for confirmation. In the event of confirmation, the Secretary of State may fix a date on which the byelaws come into effect, but if he does not specify a date the byelaws come into effect one month from the date of its confirmation. Any existing byelaws will be revoked.

If the Secretary of State were to refuse to confirm the proposed byelaws, then any modified version of the byelaws should be brought back to full Council for further consideration. The process of confirmation would need to begin again with any modified set of byelaws.

(Legal advice provided by Pauline Powell, Senior Solicitor)

Financial

(a) Revenue

There will be a revenue cost for publicity materials to inform the public about the byelaws in parks and green spaces. An initial estimate of the cost has been undertaken and identified as a maximum of £2,500.

There will be an investment cost in some parks where it is decided to install a permanent notice of the byelaws on-site. This is estimated to be £10,000.

Both costs will be met from existing budgets and will be kept to a minimum.

(b) Capital

No direct implications arising from the report.

(Financial advice provided by: TO BE UPDATED)

Land

No direct implications arising from the report.

Personnel

There will need to be a consideration of which Council staff support the implementation of byelaws both with regard to direct enforcement and with regard to evidence-gathering and site management.

(Personnel advice provided by TO BE UPDATED)

Appendices:

- Appendix 1: Proposed byelaws for parks and open spaces including list of sites to be covered
- Appendix 2: Results of public consultation on initial byelaws proposal (2013)
- Appendix 3: Communications Strategy and 'Frequently Asked Questions'
- Appendix 4: Report of the Neighbourhoods Scrutiny Inquiry day
- Appendix 5: Equalities Impact Assessment
- Appendix 6: Timeline and process to adoption
- Appendix 7: Enforcement process diagram
- Appendix 8: Site schedule maps
- Appendix 9: Maps identifying known routes for vehicles and horse riding for which a lawful right or privilege exists
- Appendix 10: List of sites not covered by byelaws and rationale for exclusion

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Papers:

- Department for Communities and Local Government (DCLG) model byelaws Set 2 (2006)
- Bristol Victorian parks byelaws
- Enforcement Policy For Regulatory Services – Bristol City Council
- Scoping Profile. Anti-Social Behaviour in Bristol's Parks and Green Spaces
- 01/04/2011 – 31/03/2013. Avon and Somerset Constabulary
- Equalities Impact Assessment – Parks and Green Space Strategy 2008
- Enforcement policy
- BRISTOL CITY DOCKS BYE-LAWS (2009) Downs byelaws
- Neighbourhoods Scrutiny Commission minutes: December 2013; April 2014; April 2015; September 2015.

Agenda Item 9 APPENDIX 2
BRISTOL CITY COUNCIL

**BYELAWS FOR PLEASURE GROUNDS, PUBLIC
WALKS AND OPEN SPACES**

ARRANGEMENT OF BYELAWS

PART 1

GENERAL

1. General interpretation
2. Application
3. Opening times

PART 2

PROTECTION OF THE GROUND, ITS WILDLIFE AND THE PUBLIC

4. Protection of structures and plants
5. Unauthorised erection of structures
6. Grazing
7. Protection of wildlife
8. Camping
9. Fires
10. Missiles
11. Interference with life-saving equipment

PART 3

HORSES, CYCLES AND VEHICLES

12. Interpretation of Part 3
13. Horses
14. Cycling
15. Motor vehicles
16. Overnight parking

PART 4
PLAY AREAS, GAMES AND SPORTS

- 17. Interpretation of Part 4

- 18. Archery
- 19. Field sports
- 20. Golf

PART 5
WATERWAYS

- 21. Interpretation of Part 5

- 22. Fishing
- 23. Blocking of watercourses

PART 6
MODEL AIRCRAFT

- 24. Interpretation of Part 6

- 25. Model aircraft

PART 7
OTHER REGULATED ACTIVITIES

- 26. Provision of services
- 27. Excessive noise
- 28. Public shows and performances
- 29. Aircraft, hang-gliders and hot air balloons

PART 8
MISCELLANEOUS

- 30. Obstruction
- 31. Savings
- 32. Removal of offenders
- 33. Penalty
- 34. Revocation

SCHEDULE 1 Grounds to which byelaws apply generally

SCHEDULE 2 Grounds to which byelaw 13 does not apply

Byelaws made under section 164 of the Public Health Act 1875, section 15 of the Open Spaces Act 1906 and sections 12 and 15 of the Open Spaces Act 1906 by the Bristol City Council with respect to the pleasure grounds, public walks and open spaces specified in Schedule 1.

**PART 1
GENERAL**

General Interpretation

1. In these byelaws:

“the Council” means the City Council of Bristol

“the ground” means any of the grounds listed in Schedule 1

“designated area” means an area in the ground which is set aside for a specified purpose, that area and its purpose to be indicated by notices placed in a conspicuous position;

“invalid carriage” means a vehicle, whether mechanically propelled or not,

- (a) the unladen weight of which does not exceed 150 kilograms,
- (b) the width of which does not exceed 0.85 metres, and
- (c) which has been constructed or adapted for use for the carriage of a person suffering from a disability, and used solely by such a person.

Application

2. These byelaws apply to all of the grounds listed in Schedule 1 unless otherwise stated.

Opening times

3. No person shall enter or remain in the ground except during opening hours.

PART 2

PROTECTION OF THE GROUND, ITS WILDLIFE AND THE PUBLIC

Protection of structures and plants

4. (1) No person shall without reasonable excuse remove from or displace within the ground:
 - (a) any barrier, post, seat or implement, or any part of a structure or ornament provided for use in the laying out or maintenance of the ground; or
 - (b) any stone, soil or turf or the whole or any part of any plant, shrub or tree.
- (2) No person shall walk on or ride, drive or station a horse or any vehicle over:
 - (a) any flower bed, shrub or plant;
 - (b) any ground in the course of preparation as a flower bed or for the growth of any tree, shrub or plant; or
 - (c) any part of the ground set aside by the Council for the renovation of turf or for other landscaping purposes and indicated by a notice conspicuously displayed.

Unauthorised erection of structures

5. No person shall without the consent of the Council erect any barrier, post, ride or swing, building or any other structure.

Grazing

6. No person shall without the consent of the Council turn out or permit any animal for which he is responsible to graze in the ground.

Protection of wildlife

7. No person shall kill, injure, take or disturb any animal, or engage in hunting or shooting or the setting of traps or the laying of snares save where written permission has been granted by the Council to enable the undertaking of pest control and deer culling

Camping

8. No person shall without the consent of the Council erect a tent or use a vehicle, caravan or any other structure for the purpose of camping.

Fires

9. (1) No person shall light a fire or place, throw or drop a lighted match or any other thing likely to cause a fire.
- (2) Byelaw 10(1) shall not apply to:
 - (a) the lighting of a fire at any event for which the Council has given permission that fires may be lit; or
 - (b) the lighting or use, in such a manner as to safeguard against damage or danger to any person, of a properly constructed camping stove, in a designated area for camping, or of a properly constructed barbecue, in a designated area for barbecues.

Missiles

10. No person shall throw or use any device to propel or discharge in the ground any object which is liable to cause injury to any other person.

Interference with life-saving equipment

11. No person shall except in case of emergency remove from or displace within the ground or otherwise tamper with any life-saving appliance provided by the Council.

PART 3

HORSES, CYCLES AND VEHICLES

Interpretation of Part 3

12. In this Part:

“designated route” means a route in or through the ground which is set aside for a specified purpose, its route and that purpose to be indicated by notices placed in a conspicuous position;

“motor cycle” means a mechanically-propelled vehicle, not being an invalid carriage, with less than four wheels and the weight of which does not exceed 410 kilograms;

“motor vehicle” means any mechanically-propelled vehicle other than a motor cycle or an invalid carriage;

“trailer” means a vehicle drawn by a motor vehicle and includes a caravan.

Horses

13. (1) No person shall ride a horse in any of the grounds specified in Schedule 2 except:
- (a) on a designated route for riding; or
 - (b) in the exercise of a lawful right or privilege.
- (2) Where horse-riding is permitted by virtue of byelaw 13(1)(a) or a lawful right or privilege, no person shall ride a horse in such a manner as to cause danger to any other person.

Cycling

14. No person shall ride a cycle in the ground in such a manner as to cause danger or reasonable fear of injury to any other person.

Motor vehicles

15. (1) No person shall without reasonable excuse bring into or drive in the ground a motor cycle, motor vehicle or trailer except in any part of the ground where there is a right of way or a designated route for that class of vehicle.
- (2) Where there is a designated route for motor cycles, motor vehicles or trailers, it shall not be an offence under this byelaw to bring into or drive in the ground a vehicle of that class for the sole purpose of transporting it to the route.

Overnight parking

16. No person shall without the consent of the Council leave or cause or permit to be left any motor vehicle in the ground between the hours of 10 p.m. and 6 a.m..

PART 4

PLAY AREAS, GAMES AND SPORTS

Interpretation of Part 4

17. In this Part:

“golf course” means any area within the ground set aside for the purposes of playing golf and includes any golf driving range, golf practice area or putting course;

“self-propelled vehicle” means a vehicle other than a cycle, invalid carriage or pram which is propelled by the weight or force of one or more persons

skating, sliding or riding on the vehicle or by one or more persons pulling or pushing the vehicle.

Archery

18. No person shall engage in the sport of archery except in connection with an event organised by or held with the consent of the Council.

Field sports

19. No person shall throw or put any javelin, hammer, discus or shot except in connection with an event organised by or held with the consent of the Council or on land set aside by the Council for that purpose.

Golf

20. No person shall drive, chip or pitch a hard golf ball [except on the golf course].

PART 5

WATERWAYS

Interpretation of Part 5

21. In this Part:

“waterway” means any river, lake, pool or other body of water and includes any fountain.

Fishing

22. No person shall in any waterway cast a net or line for the purpose of catching fish or other animals except in a designated area for fishing.

Blocking of watercourses

23. No person shall cause or permit the flow of any drain or watercourse in the ground to be obstructed, diverted, open or shut or otherwise move or operate any sluice or similar apparatus.

PART 6

MODEL AIRCRAFT

Interpretation of Part 6

24. In this Part:

“model aircraft” means an aircraft which weighs not more than 7 kilograms without its fuel;

“power-driven” means driven by:

- (a) the combustion of petrol vapour or other combustible substances;
- (b) jet propulsion or by means of a rocket, other than by means of a small reaction motor powered by a solid fuel pellet not exceeding 2.54 centimetres in length; or
- (c) one or more electric motors or by compressed gas.

General prohibition

25. No person shall cause any power-driven model aircraft to:
- (a) take off or otherwise be released for flight or control the flight of such an aircraft; or
 - (b) land in the ground without reasonable excuse;
- other than in a designated area for flying model aircraft.

PART 7

OTHER REGULATED ACTIVITIES

Provision of services

26. No person shall without the consent of the Council provide or offer to provide any service for which a charge is made.

Excessive noise

27. (1) No person shall, after being requested to desist by any other person in the ground, make or permit to be made any noise which is so loud or so continuous or repeated as to give reasonable cause for annoyance to other persons in the ground by:
- (a) shouting or singing;
 - (b) playing on a musical instrument; or
 - (c) by operating or permitting to be operated any radio, amplifier, tape recorder or similar device.
- (2) Byelaw 27(1) does not apply to any person holding or taking part in any entertainment held with the consent of the Council.

Public shows and performances

28. No person shall without the consent of the Council hold or take part in any public show or performance.

Aircraft, hang gliders and hot air balloons

29. No person shall except in case of emergency or with the consent of the Council take off from or land in the ground in an aircraft, helicopter, hang glider or hot air balloon.

PART 8

MISCELLANEOUS

Obstruction

30. No person shall obstruct:
- (a) any officer of the Council in the proper execution of his duties;
 - (b) any person carrying out an act which is necessary to the proper execution of any contract with the Council; or
 - (c) any other person in the proper use of the ground.

Savings

31. (1) It shall not be an offence under these byelaws for an officer of the Council or any person acting in accordance with a contract with the Council to do anything necessary to the proper execution of his duty.
- (2) Nothing in or done under these byelaws shall in any respect prejudice or injuriously affect any public right of way through the ground, or the rights of any person acting lawfully by virtue of some estate, right or interest in, over or affecting the ground or any part of the ground.

Removal of offenders

32. Any person offending against any of these byelaws may be removed from the ground by an officer of the Council or a constable.

Penalty

33. Any person offending against any of these byelaws shall be liable on summary conviction to a fine not exceeding level 2 on the standard scale.

Revocation

34. The following byelaws are hereby revoked:
- (a) BY-LAWS made by THE LORD MAYOR, ALDERMEN and BURGESSES of the CITY of BRISTOL acting by the Council as the Urban Sanitary Authority for the District and City and County of Bristol for the Regulation of the Public Pleasure Grounds known as **Bedminster Park, Cotham Gardens, St Agnes' Gardens, Hunt's Pleasure Ground**, Mina Road **St Matthias' Pleasure Ground** made on the 1st day of June 1886 and allowed by the Local Government Board on the 27th July 1886 as amended by BY-LAWS made by the CITY of BRISTOL, with respect to the Pleasure Grounds known as **Mina Road Park, St Pauls** and **Victoria Park, Windmill Hill** made on the 18th day of July 1984 and 26th September 1985 and confirmed by the Secretary of

State on the 22nd day of January 1986

(b) BY-LAWS made by THE LORD MAYOR, ALDERMEN and BURGESSES of the CITY of BRISTOL acting by the Council as the Urban Sanitary Authority for the District and City and County of Bristol with respect to pleasure grounds situate at **Eastville Park** in the Parish of Stapleton in the County of Gloucester; at **Windmill Hill** in the Parish of Bedminster in the City of Bristol; at **Montpelier** in the district of the United Parishes of St James and St Paul in the City of Bristol; and the pleasure ground known as "**Gaunt's Ham**" in the City of Bristol made on the 13th day of October 1891 and allowed by the Local Government Board on the 15th day of February 1892 as amended by BY-LAWS made by the CITY of BRISTOL, with respect to the Pleasure Grounds known as **Mina Road Park, St Pauls** and **Victoria Park, Windmill Hill** made on the 18th day of July 1984 and confirmed by the Secretary of State on the 22nd day of January 1986

(c) BY-LAWS made by THE LORD MAYOR, ALDERMEN and BURGESSES of the CITY of BRISTOL, with respect to the Pleasure Grounds known as **College Green, Fishponds Park, Hay Market, Redland Green** and **St George's Park**, situate in the City and County of Bristol, made on the 3rd day of February 1905 and allowed by the Local Government Board on the 21st March 1905 as amended by BYELAW made by the CITY of BRISTOL made on the 9th day of February 1983 and confirmed by the Secretary of State on the 27th day of April 1983

(d) BY-LAWS made by THE LORD MAYOR, ALDERMEN and BURGESSES of the CITY of BRISTOL, with respect to the Common known as **Penpole Common** in the City and County of Bristol, in pursuance of a Scheme for the regulation and management of the Common made on the 12th day of June 1906 and allowed by the Local Government Board on the 2nd day of August 1906 and the Board of Agriculture and Fisheries on the 3rd day of March 1906.

(e) BY-LAWS made by THE LORD MAYOR, ALDERMEN and BURGESSES of the the CITY of BRISTOL acting by the Council as the Urban Sanitary Authority for the District and City and County of Bristol for the Regulation of the Public Pleasure Grounds known as **Horfield Common, Evans Park, Canford Park, Avonmouth Pleasure Ground**, and Open Spaces known as **Bedminster Down Common** and **Novers Common** and Victory Park (Brislington) made on the 11th day of October 1910 and allowed by the Local Government Board on the 16th day of December 1910

(f) BY-LAWS made by the CITY of BRISTOL, with respect to the Pleasure Grounds known as **Dame Emily Play Park, Bedminster; St Andrews Play Park, Montpelier** and **West Malls Gardens, Clifton** made on the 18th day of July 1984 and confirmed by the Secretary of State on the 14th day of November 1984

SCHEDULE 1

GROUNDS TO WHICH BYELAWS APPLY

The grounds referred to in byelaw 2 are:

1	Albany Green Park, Lower Cheltenham Place, Ashley, Bristol
2	Argyle Place Park, Argyle Place, Clifton, Bristol
3	Arnall Drive Open Space, Arnall Drive, Henbury, Bristol
4	Arnos Court Park, Bath Road, , Bristol
5	Arnos Vale Cemetery, Bath Road, Knowle, Bristol
6	Ashley Street Park, Conduit Place, Ashley, Bristol
7	Ashton Court Estate, Clanage Road, , Bristol
8	Ashton Vale Playing Fields, Ashton Drive, Bedminster, Bristol
9	Avonmouth Park, Avonmouth Road, Avonmouth, Bristol
10	Badocks Wood, Doncaster Road, , Bristol
11	Bamfield Road OS, Briery Leaze Road, Bamfield, Bristol
12	Barnard Park, Crow Lane, Henbury, Bristol
13	Barton Hill Road A/A, Barton Hill Road, Lawrence Hill, Bristol
14	Bedminster Common Open Space, Bishopsworth, Bristol
15	Begbrook Green Park, Frenchay Park Road, Frome Vale, Bristol
16	Blaise Castle Estate, Bristol
17	Bonnington Walk Playing Fields, Bonnington Walk, , Bristol
18	Bower Ashton Playing Field, Clanage Road, Southville, Bristol
19	Bradeston Grove & Sterncourt Road, Sterncourt Road, Frome Vale, Bristol
20	Brandon Hill Park, Charlotte Street, Cabot, Bristol
21	BRI Hospital Bank, Dighton Street, Cabot, Bristol
22	Briery Leaze Road Open Space, Briery Leaze Road, Hengrove, Bristol
23	Bristol/Bath Cycle Path (Central), Barrow Road, Bristol
24	Bristol/Bath Cycle Path (East), New Station Way, , Bristol
25	Broadwalk Open Space, Broad Walk, Knowle, Bristol
26	Broadwalk Roundabout, Broad Walk, Knowle, Bristol
27	Brook A/A (Crosscombe Drive), Pawlett Road, , Bristol
28	Brook Street CPG, Edward Street, Easton, Bristol
29	Brunswick Square Cemetery, Brunswick Square, Ashley, Bristol
30	Brunswick Square Green Space, Brunswick Square, Ashley, Bristol
31	Bushy Park YMCA, Bushy Park, Totterdown, Bristol
32	Byron Street Amenity Area, Lower Ashley Road, Ashley, Bristol
33	Callington Road Nature Reserve, Callington Road, , Bristol
34	Canford Lane Amenity Area, Canford Lane, Westbury-on-Trym, Bristol
35	Canford Park, Access Road To Canford Park, Westbury-on-Trym, Bristol
36	Chalks Road Bank, Chalks Road, St George West, Bristol
37	Cheddar Grove, Cheddar Grove, Bishopsworth, Bristol
38	Clack Mills Green Space, Bell Barn Road, , Bristol
39	Clark Street Green Space, Clark Street, Lawrence Hill, Bristol
40	Clifton Parish Churchyard, Clifton Hill, Clifton, Bristol
41	Clifton Wood Terrace Open Space, Clifton Wood Terrace, Clifton, Bristol

42	Cobden Street AA, Cobden Street, Easton, Bristol
43	College Green Green Space, Church Road, Cabot, Bristol
44	Cotham Gardens Green Space, Redland Grove, Cotham, Bristol
45	Cotswold Road Open Space, Cotswold Road, Windmill Hill, Bristol
46	Cottle Road Green Space, Cottle Road, Stockwood, Bristol
47	Crosscombe Drive Open Space, Crosscombe Walk, , Bristol
48	Crox Bottom Green Space, Hartcliffe Way, Hartcliffe, Bristol
49	Dalby Avenue, Providence Place, Southville, Bristol
50	Dalrymple Road Childrens Play Ground, Dalrymple Road, Ashley, Bristol
51	Dame Emily Park, Dean Lane, Southville, Bristol
52	Delabere Avenue, Delabere Avenue, Frome Vale, Bristol
53	Dingle Close, Dingle Close, Kingsweston, Bristol
54	Doncaster Road Park, Greystoke Avenue, Southmead, Bristol
55	Dundridge Farm Playing Fields, Dundridge Lane, Bristol
56	East Park Housing, Robertson Road, , Bristol
57	Eastville Park, Ashdene Avenue, , Bristol
58	Eastwood Farm, Access To Eastwood Farm, Brislington East, Bristol
59	Eastwood Road Childrens Play Ground, Eastwood Road, Brislington East, Bristol
60	Elderberry Walk Open Space, Elderberry Walk, Southmead, Bristol
61	Elm Lane Amenity Area, Elm Lane, Cotham, Bristol
62	Embleton Road CPG, Embleton Road, Southmead, Bristol
63	Emerson Square Childrens Play Ground, Emerson Square, Lockleaze
64	Falldon Way Childrens Play Ground, Falldon Way, Henleaze, Bristol
65	Filwood Broadway, Filwood Broadway, Filwood, Bristol
66	Fishponds Park, Fishponds Road, Frome Vale, Bristol
67	Fonthill Park, Ascot Road, , Bristol
68	Fortfield Green, Doulton Way, Hengrove, Bristol
69	Fox Road Open Space, Fox Road, , Bristol
70	Fremantle Square Green Space, Fremantle Square, Cabot, Bristol
71	Frenchay Park Road (Stapleton AFC), Frenchay Park Road, , Bristol
72	Friends Burial Ground, Redcliffe Hill, Cabot
73	Gatehouse Avenue O/S, Hareclive Road, Hartcliffe, Bristol
74	Gaunts Ham Park, Chancery Street, Lawrence Hill, Bristol
75	George Jones Park, Gloucester Lane, Lawrence Hill, Bristol
76	Gladstone Street CPG, Avonvale Road, St George West, Bristol
77	Glyn Vale Open Space, Glyn Vale, Filwood, Bristol
78	Gores Marsh Park, Winterstoke Road, Bedminster, Bristol
79	Greville Smyth Park, Ashton Road, Southville, Bristol
80	Greystoke Avenue O/S, Greystoke Avenue, Southmead, Bristol
81	Hartcliffe Millennium Green, Bishport Avenue, Whitchurch Park, Bristol
82	Hassell Drive Open Space, Barrow Road, Lawrence Hill, Bristol
83	Headley Lane Park, Headley Lane, Hartcliffe, Bristol
84	Henacre Open Space, Henacre Road, Avonmouth, Bristol
85	Henbury Churchyard, Church Close, Henbury, Bristol
86	Henbury Open Space, Crow Lane, Henbury, Bristol
87	Hengrove Farm Community Woodland O/S, Hengrove Lane, Hengrove, Bristol

88	Hengrove Park, Access To Hengrove Park, Hengrove, Bristol
89	Hengrove Play Park, Hengrove Way, Hengrove, Bristol
90	High Kingsdown Flats CPG, High Kingsdown, Cabot, Bristol
91	Highridge Common, Access To Grove House, , Bristol
92	Highridge Green & Common Surrounds, Highridge Green, Bishopsworth, Bristol
93	Highridge Park, Highridge Park, Bishopsworth, Bristol
94	Hillfields Park, Thicket Avenue, Hillfields, Bristol
95	Home Ground (Shirehampton), Broadleaze, Avonmouth, Bristol
96	Horfield Common Open Space, Gloucester Road, , Bristol
97	Horfield Common Tennis Centre (Ardagh), Kellaway Avenue, Bishopston, Bristol
98	Ilchester Crescent Open Space, Bedminster Down Road, , Bristol
99	Inns Court Housing, Inns Court Drive, Filwood, Bristol
100	King Square Park, King Square, Cabot, Bristol
101	Kings Head Lane Park, Access To Home Farm, Bishopsworth, Bristol
102	Kings Weston Lane O/S (South of M5), Kings Weston Lane, Kingsweston, Bristol
103	Kingsweston Estate, Kings Weston Lane, , Bristol
104	Kingsweston House, Kings Weston Lane, , Bristol
105	Knowle West Health Park, Downton Road, , Bristol
106	Lakemead Grove Amenity Area, Lakemead Grove, Bishopsworth, Bristol
107	Lamplighters Open Space, Nibley Road, Avonmouth, Bristol
108	Lawfords Gate Park, Lawfords Gate, Lawrence Hill, Bristol
109	Lawrence Hill Roundabout, Lawrence Hill Roundabout, Lawrence Hill, Bristol
110	Lawrence Weston Moor Nature Reserve, Atwood Drive, Kingsweston, Bristol
111	Lockleaze Open Space, Romney Avenue, Lockleaze, Bristol
112	Ludlow Close Park, Ludlow Close, Ashley, Bristol
113	Mancroft Park, Mancroft Avenue, Avonmouth, Bristol
114	Manor Woods Valley, Bishopsworth Road, , Bristol
115	Market Square, Market Square, Hillfields, Bristol
116	Marsh Lane Open Space, Herapath Street, Lawrence Hill, Bristol
117	Maskelyne Avenue Amenity Area, Maskelyne Avenue, Horfield, Bristol
118	Meadow Vale Playing Fields, Meadow Vale, St George West, Bristol
119	Meadowsweet Open Space, Colston Dale, Eastville, Bristol
120	Melvin Square, Belroyal Avenue, Filwood, Bristol
121	Mina Road Park, Cowmead Walk, Ashley, Bristol
122	Monks Park Open Space, Kenmore Drive, Horfield, Bristol
123	Montpelier Park, St Andrews Road, Ashley, Bristol
124	Mowbray Road Open Space, Mowbray Road, Stockwood, Bristol
125	Muller Road Recreation Ground, Muller Road, Lockleaze, Bristol
126	Narrowways Millennium Green, Mina Road, Ashley, Bristol
127	Netham Park, Avonvale Road, , Bristol
128	New Town O/S, Hassell Drive, Lawrence Hill, Bristol
129	Newbridge Road Open Space, Newbridge Road, Brislington East, Bristol
130	Newquay Road Childrens Play Ground, Newquay Road, Knowle, Bristol
131	Nibley Road Open Space, Nibley Road, Avonmouth, Bristol
132	Nightingale Valley, Wick Road, Brislington East, Bristol
133	North Street Green, North Street, Bedminster

134	Novers Common, Novers Hill, , Bristol
135	Novers Park Road Childrens Play Ground, Novers Park Drive, Filwood, Bristol
136	Okebourne Road Open Space, Chakeshill Close To Brewerton Road Footpath, Bristol
137	Old Quarry Park, Henleaze Road, Henleaze, Bristol
138	Old Sneed Park Nature Reserve, Cavendish Gardens, Stoke Bishop, Bristol
139	Oldbury Court Estate, Oldbury Court Road, , Bristol
140	Owen Square Park, Owen Street, Easton, Bristol
141	Pen Park Road Open Space, Pen Park Road, Southmead, Bristol
142	Perretts Park, Sylvia Avenue, Windmill Hill, Bristol
143	Pigeon House Stream, Bishport Avenue, Hartcliffe, Bristol
144	Pigeon House Stream Open Space, Bishport Avenue, , Bristol
145	Plummers Hill Open Space, Plummers Hill, St George West
146	Poets Park, Shelley Way, Horfield, Bristol
147	Portland Square Park, Portland Square, Ashley, Bristol
148	Portway Tip, Portway, Avonmouth, Bristol
149	Primrose Lane Open Space, Primrose Lane, St George East, Bristol
150	Queen Square, Queen Square, Cabot, Bristol
151	Rawnsley Park, Beaumont Terrace, Lawrence Hill, Bristol
152	Redcatch Park, Broad Walk, Knowle, Bristol
153	Redford Crescent Open Space, Redford Crescent, Bishopsworth
154	Redland Green, Redland Green Road, Redland, Bristol
155	Redland Grove Open Space, Redland Grove, Cotham, Bristol
156	Ridgeway Playing Fields, Foundry Lane, Hillfields, Bristol
157	Riverside Park, Peel Street, Lawrence Hill, Bristol
158	Rodney Road Playing Fields, Rodney Road, St George East, Bristol
159	Roman Remains (Portway), Roman Way, Stoke Bishop, Bristol
160	Rowlandson Gardens Open Space, Rowlandson Gardens, Lockleaze, Bristol
161	Royate Hill Nature Reserve, Clay Bottom, Eastville, Bristol
162	Saltmarsh Drive Open Space, Saltmarsh Drive, Kingsweston, Bristol
163	School Road (Totterdown), School Road, Windmill Hill, Bristol
164	Sea Mills Recreation Ground, Shirehampton Road, Kingsweston, Bristol
165	Shirehampton Park, Kingsweston Estate, Shirehampton, Bristol
166	Shirehampton Park, Penpole Lane, , Bristol
167	Shirehampton Sportsground, Penpole Lane, Avonmouth, Bristol
168	Snuff Mills Park, Ham Lane, Frome Vale, Bristol
169	Somerset Square Green Space, Somerset Square, Lawrence Hill, Bristol
170	South Street Park, Sion Road, Bedminster, Bristol
171	Sparke Evans Park, Albert Road, Lawrence Hill, Bristol
172	Springfield Avenue A/A, Springfield Avenue, Avonmouth, Bristol
173	St Agnes Park, Thomas Street, Ashley, Bristol
174	St Agnes Roundabout, Lower Ashley Road, , Bristol
175	St Andrews Park, Effingham Road, Redland, Bristol
176	St Annes Park, Newbridge Road, Brislington East, Bristol
177	St Annes Wood, St Annes Park Road, Brislington East, Bristol
178	St Augustines Park, Grass Meers Drive To East Dundry Road Footpaths, Whitchurch Park, Bristol
179	St George Park, Church Road, St George West, Bristol

180	St James Barton Roundabout Amenity Area, St James Barton Roundabout, Cabot, Bristol
181	St James Park, The Haymarket, Cabot, Bristol
182	St Johns Churchyard (South), St Johns Street, Southville, Bristol
183	St Matthias Park Green Space, St Matthias Park, Lawrence Hill, Bristol
184	St Pauls Park, Wilson Street, Ashley, Bristol
185	St Werburghs Park Open Space, Glenfrome Road, Ashley, Bristol
186	Stockwood Open Space, Stockwood Road, , Bristol
187	Stoke Park Estate, Park Road, , Bristol
188	Sturdon Road (Withers Green Courts), Sturdon Road, Bedminster, Bristol
189	Sturminster & Craydon Road A/A, Longreach Grove, Stockwood, Bristol
190	Sturminster Close, Lanesborough Rise To Dutton Road Footpath, Stockwood, Bristol
191	Temple Gardens Park, Church Lane, Lawrence Hill, Bristol
192	The Ridge Amenity Area, Oaktree Court, Avonmouth, Bristol
193	The Square, The Square, Knowle, Bristol
194	The Tump, Badenhams Grove, Avonmouth, Bristol
195	The Urban Park, Church Street, Lawrence Hill, Bristol
196	Troopers Hill Field, Malvern Road, , Bristol
197	Troopers Hill Nature Reserve, Crews Hole Road, Bristol
198	Trym Valley Open Space, Shetland Road, Southmead, Bristol
199	Trymside Open Space, Clapton Walk, , Bristol
200	Valley Walk, Branche Grove, , Bristol
201	Victoria Park, Nutgrove Avenue, Windmill Hill, Bristol
202	Victoria Square Park, Victoria Square, Clifton, Bristol
203	Victory Park, School Road, Brislington East, Bristol
204	Whitchurch Lane, Whitchurch Lane, Hengrove, Bristol
205	Whitchurch Railway Path, Sturminster Road, Stockwood
206	Whitland Road Open Space, Cater Road, Hartcliffe, Bristol
207	Whittock Road Open Space, Whittock Road, Stockwood, Bristol
208	Whittock Square, Whittock Square, Stockwood, Bristol
209	Willmott Park, Fulford Road, , Bristol
210	Windmill Hill Play Area, Alfred Road, Windmill Hill, Bristol
211	Winterstoke Road Amenity Area, Winterstoke Road, Southville, Bristol
212	Withywood Park, Keble Avenue, Bishopsworth, Bristol

SCHEDULE 2

The grounds referred to in byelaw 13 are:

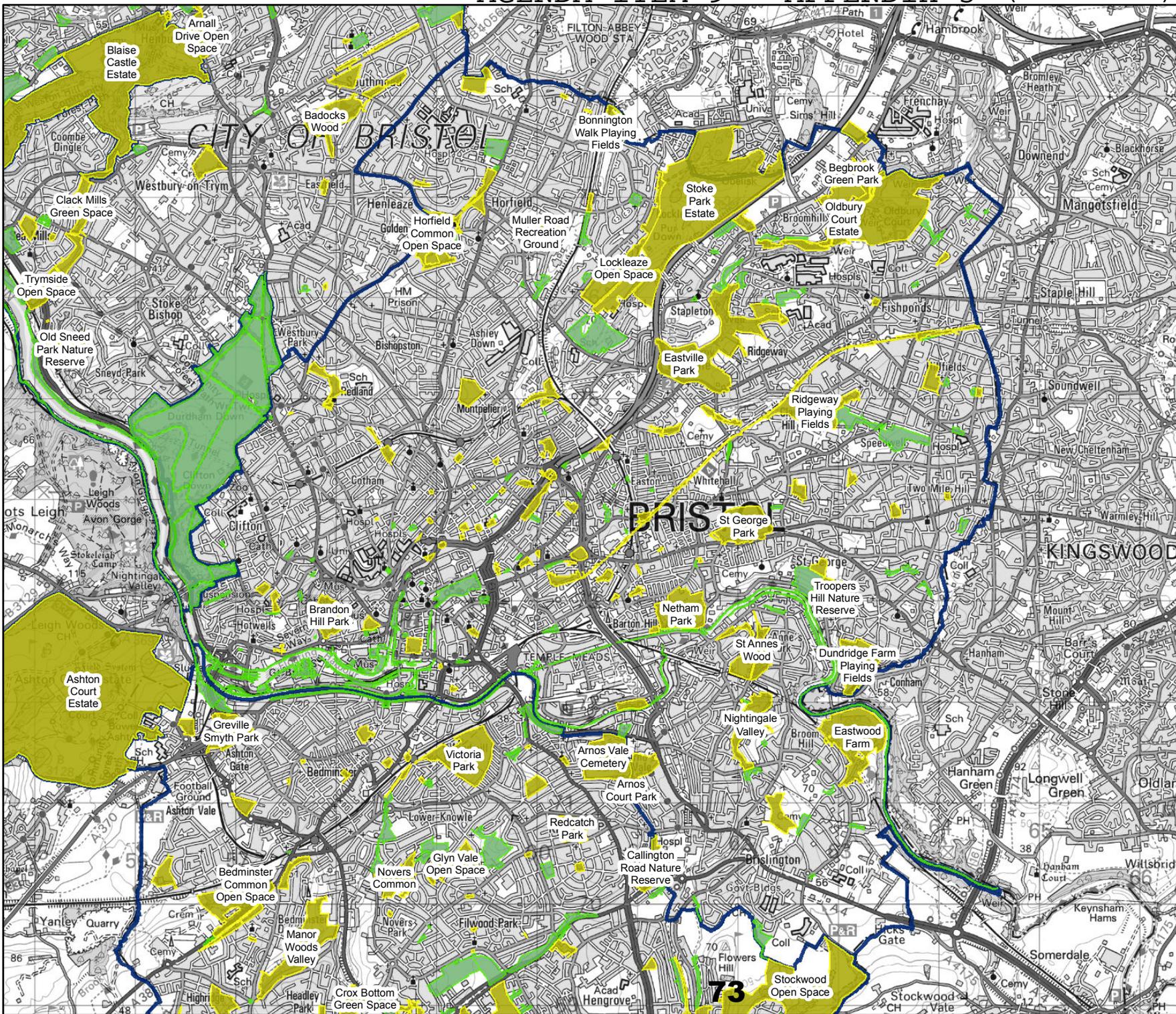
1	Albany Green Park, Lower Cheltenham Place, Ashley, Bristol
6	Ashley Street Park, Conduit Place, Ashley, Bristol
8	Ashton Vale Playing Fields, Ashton Drive, Bedminster, Bristol
9	Avonmouth Park, Avonmouth Road, Avonmouth, Bristol
11	Bamfield Road OS, Briery Leaze Road, Bamfield, Bristol
12	Barnard Park, Crow Lane, Henbury, Bristol
13	Barton Hill Road A/A, Barton Hill Road, Lawrence Hill, Bristol
18	Bower Ashton Playing Field, Clanage Road, Southville, Bristol
19	Bradeston Grove & Sterncourt Road, Sterncourt Road, Frome Vale, Bristol
21	BRI Hospital Bank, Dighton Street, Cabot, Bristol
23	Bristol/Bath Cycle Path (Central), Barrow Road, Bristol
25	Broadwalk Open Space, Broad Walk, Knowle, Bristol
26	Broadwalk Roundabout, Broad Walk, Knowle, Bristol
27	Brook A/A (Crosscombe Drive), Pawlett Road, , Bristol
28	Brook Street CPG, Edward Street, Easton, Bristol
29	Brunswick Square Cemetery, Brunswick Square, Ashley, Bristol
30	Brunswick Square Green Space, Brunswick Square, Ashley, Bristol
31	Bushy Park YMCA, Bushy Park, Totterdown, Bristol
32	Byron Street Amenity Area, Lower Ashley Road, Ashley, Bristol
34	Canford Lane Amenity Area, Canford Lane, Westbury-on-Trym, Bristol
36	Chalks Road Bank, Chalks Road, St George West, Bristol
37	Cheddar Grove, Cheddar Grove, Bishopsworth, Bristol
39	Clark Street Green Space, Clark Street, Lawrence Hill, Bristol
40	Clifton Parish Churchyard, Clifton Hill, Clifton, Bristol
41	Clifton Wood Terrace Open Space, Clifton Wood Terrace, Clifton, Bristol
42	Cobden Street AA, Cobden Street, Easton, Bristol
43	College Green Green Space, Church Road, Cabot, Bristol
44	Cotham Gardens Green Space, Redland Grove, Cotham, Bristol
45	Cotswold Road Open Space, Cotswold Road, Windmill Hill, Bristol
46	Cottle Road Green Space, Cottle Road, Stockwood, Bristol
49	Dalby Avenue, Providence Place, Southville, Bristol
50	Dalrymple Road Childrens Play Ground, Dalrymple Road, Ashley, Bristol
51	Dame Emily Park, Dean Lane, Southville, Bristol
52	Delabere Avenue, Delabere Avenue, Frome Vale, Bristol
53	Dingle Close, Dingle Close, Kingsweston, Bristol
54	Doncaster Road Park, Greystoke Avenue, Southmead, Bristol
56	East Park Housing, Robertson Road, , Bristol
59	Eastwood Road Childrens Play Ground, Eastwood Road, Brislington East, Bristol
61	Elm Lane Amenity Area, Elm Lane, Cotham, Bristol
62	Embleton Road CPG, Embleton Road, Southmead, Bristol
63	Emerson Square Childrens Play Ground, Emerson Square, Lockleaze

64	Falldon Way Childrens Play Ground, Falldon Way, Henleaze, Bristol
65	Filwood Broadway, Filwood Broadway, Filwood, Bristol
66	Fishponds Park, Fishponds Road, Frome Vale, Bristol
67	Fonthill Park, Ascot Road, , Bristol
68	Fortfield Green, Doulton Way, Hengrove, Bristol
69	Fox Road Open Space, Fox Road, , Bristol
70	Fremantle Square Green Space, Fremantle Square, Cabot, Bristol
71	Frenchay Park Road (Stapleton AFC), Frenchay Park Road, , Bristol
72	Friends Burial Ground, Redcliffe Hill, Cabot
73	Gatehouse Avenue O/S, Hareclive Road, Hartcliffe, Bristol
74	Gaunts Ham Park, Chancery Street, Lawrence Hill, Bristol
75	George Jones Park, Gloucester Lane, Lawrence Hill, Bristol
76	Gladstone Street CPG, Avonvale Road, St George West, Bristol
78	Gores Marsh Park, Winterstoke Road, Bedminster, Bristol
80	Greystoke Avenue O/S, Greystoke Avenue, Southmead, Bristol
81	Hartcliffe Millennium Green, Bishport Avenue, Whitchurch Park, Bristol
82	Hassell Drive Open Space, Barrow Road, Lawrence Hill, Bristol
83	Headley Lane Park, Headley Lane, Hartcliffe, Bristol
85	Henbury Churchyard, Church Close, Henbury, Bristol
87	Hengrove Farm Community Woodland O/S, Hengrove Lane, Hengrove, Bristol
89	Hengrove Play Park, Hengrove Way, Hengrove, Bristol
90	High Kingsdown Flats CPG, High Kingsdown, Cabot, Bristol
92	Highridge Green & Common Surrounds, Highridge Green, Bishopsworth, Bristol
93	Highridge Park, Highridge Park, Bishopsworth, Bristol
94	Hillfields Park, Thicket Avenue, Hillfields, Bristol
95	Home Ground (Shirehampton), Broadleaze, Avonmouth, Bristol
97	Horfield Common Tennis Centre (Ardagh), Kellaway Avenue, Bishopston, Bristol
98	Ilchester Crescent Open Space, Bedminster Down Road, , Bristol
99	Inns Court Housing, Inns Court Drive, Filwood, Bristol
100	King Square Park, King Square, Cabot, Bristol
104	Kingsweston House, Kings Weston Lane, , Bristol
105	Knowle West Health Park, Downton Road, , Bristol
106	Lakemead Grove Amenity Area, Lakemead Grove, Bishopsworth, Bristol
108	Lawfords Gate Park, Lawfords Gate, Lawrence Hill, Bristol
109	Lawrence Hill Roundabout, Lawrence Hill Roundabout, Lawrence Hill, Bristol
112	Ludlow Close Park, Ludlow Close, Ashley, Bristol
113	Mancroft Park, Mancroft Avenue, Avonmouth, Bristol
115	Market Square, Market Square, Hillfields, Bristol
116	Marsh Lane Open Space, Herapath Street, Lawrence Hill, Bristol
117	Maskelyne Avenue Amenity Area, Maskelyne Avenue, Horfield, Bristol
118	Meadow Vale Playing Fields, Meadow Vale, St George West, Bristol
119	Meadowsweet Open Space, Colston Dale, Eastville, Bristol
120	Melvin Square, Belroyal Avenue, Filwood, Bristol
121	Mina Road Park, Cowmead Walk, Ashley, Bristol
122	Monks Park Open Space, Kenmore Drive, Horfield, Bristol
123	Montpelier Park, St Andrews Road, Ashley, Bristol

124	Mowbray Road Open Space, Mowbray Road, Stockwood, Bristol
126	Narrowways Millennium Green, Mina Road, Ashley, Bristol
128	New Town O/S, Hassell Drive, Lawrence Hill, Bristol
129	Newbridge Road Open Space, Newbridge Road, Brislington East, Bristol
130	Newquay Road Childrens Play Ground, Newquay Road, Knowle, Bristol
133	North Street Green, North Street, Bedminster
135	Novers Park Road Childrens Play Ground, Novers Park Drive, Filwood, Bristol
137	Old Quarry Park, Henleaze Road, Henleaze, Bristol
140	Owen Square Park, Owen Street, Easton, Bristol
142	Perretts Park, Sylvia Avenue, Windmill Hill, Bristol
143	Pigeon House Stream, Bishport Avenue, Hartcliffe, Bristol
145	Plummers Hill Open Space, Plummers Hill, St George West
146	Poets Park, Shelley Way, Horfield, Bristol
147	Portland Square Park, Portland Square, Ashley, Bristol
149	Primrose Lane Open Space, Primrose Lane, St George East, Bristol
150	Queen Square, Queen Square, Cabot, Bristol
151	Rawnsley Park, Beaumont Terrace, Lawrence Hill, Bristol
153	Redford Crescent Open Space, Redford Crescent, Bishopsworth
155	Redland Grove Open Space, Redland Grove, Cotham, Bristol
157	Riverside Park, Peel Street, Lawrence Hill, Bristol
158	Rodney Road Playing Fields, Rodney Road, St George East, Bristol
159	Roman Remains (Portway), Roman Way, Stoke Bishop, Bristol
160	Rowlandson Gardens Open Space, Rowlandson Gardens, Lockleaze, Bristol
161	Royate Hill Nature Reserve, Clay Bottom, Eastville, Bristol
163	School Road (Totterdown), School Road, Windmill Hill, Bristol
164	Sea Mills Recreation Ground, Shirehampton Road, Kingsweston, Bristol
165	Shirehampton Park, Kingsweston Estate, Shirehampton, Bristol
166	Shirehampton Park, Penpole Lane, , Bristol
167	Shirehampton Sportsground, Penpole Lane, Avonmouth, Bristol
169	Somerset Square Green Space, Somerset Square, Lawrence Hill, Bristol
170	South Street Park, Sion Road, Bedminster, Bristol
171	Sparke Evans Park, Albert Road, Lawrence Hill, Bristol
172	Springfield Avenue A/A, Springfield Avenue, Avonmouth, Bristol
173	St Agnes Park, Thomas Street, Ashley, Bristol
174	St Agnes Roundabout, Lower Ashley Road, , Bristol
176	St Annes Park, Newbridge Road, Brislington East, Bristol
178	St Augustines Park, Grass Meers Drive To East Dundry Road Footpaths, Whitchurch Park, Bristol
180	St James Barton Roundabout Amenity Area, St James Barton Roundabout, Cabot, Bristol
181	St James Park, The Haymarket, Cabot, Bristol
182	St Johns Churchyard (South), St Johns Street, Southville, Bristol
183	St Matthias Park Green Space, St Matthias Park, Lawrence Hill, Bristol
184	St Pauls Park, Wilson Street, Ashley, Bristol
185	St Werburghs Park Open Space, Glenfrome Road, Ashley, Bristol
188	Sturdon Road (Withers Green Courts), Sturdon Road, Bedminster, Bristol
189	Sturminster & Craydon Road A/A, Longreach Grove, Stockwood, Bristol

190	Sturminster Close, Lanesborough Rise To Dutton Road Footpath, Stockwood, Bristol
191	Temple Gardens Park, Church Lane, Lawrence Hill, Bristol
192	The Ridge Amenity Area, Oaktree Court, Avonmouth, Bristol
193	The Square, The Square, Knowle, Bristol
194	The Tump, Badenham Grove, Avonmouth, Bristol
195	The Urban Park, Church Street, Lawrence Hill, Bristol
196	Troopers Hill Field, Malvern Road, , Bristol
198	Trym Valley Open Space, Shetland Road, Southmead, Bristol
202	Victoria Square Park, Victoria Square, Clifton, Bristol
204	Whitchurch Lane, Whitchurch Lane, Hengrove, Bristol
206	Whitland Road Open Space, Cater Road, Hartcliffe, Bristol
207	Whittock Road Open Space, Whittock Road, Stockwood, Bristol
208	Whittock Square, Whittock Square, Stockwood, Bristol
210	Windmill Hill Play Area, Alfred Road, Windmill Hill, Bristol
211	Winterstoke Road Amenity Area, Winterstoke Road, Southville, Bristol

AGENDA ITEM 9 – APPENDIX 3 (CENTRAL)



Bristol City Council

Parks & Green Space Sites Byelaw designations. Central Area

Legend

- Sites - Byelaws Apply
- Sites - No Byelaws

The provision of information by Bristol City Council does not imply a right to reproduce or commercially exploit such information without the Council's express prior written permission. Reproduction or commercial exploitation of information provided by the Council without its express permission may be an infringement of copyright.

The council is unable to grant permission to reproduce or re-use any material that is the property of third parties. Permission to reproduce or re-use such material must be obtained from the copyright holders.

© Blom Pictometry 2012



© Crown Copyright and
database right 2015.
Ordnance Survey 100023406.

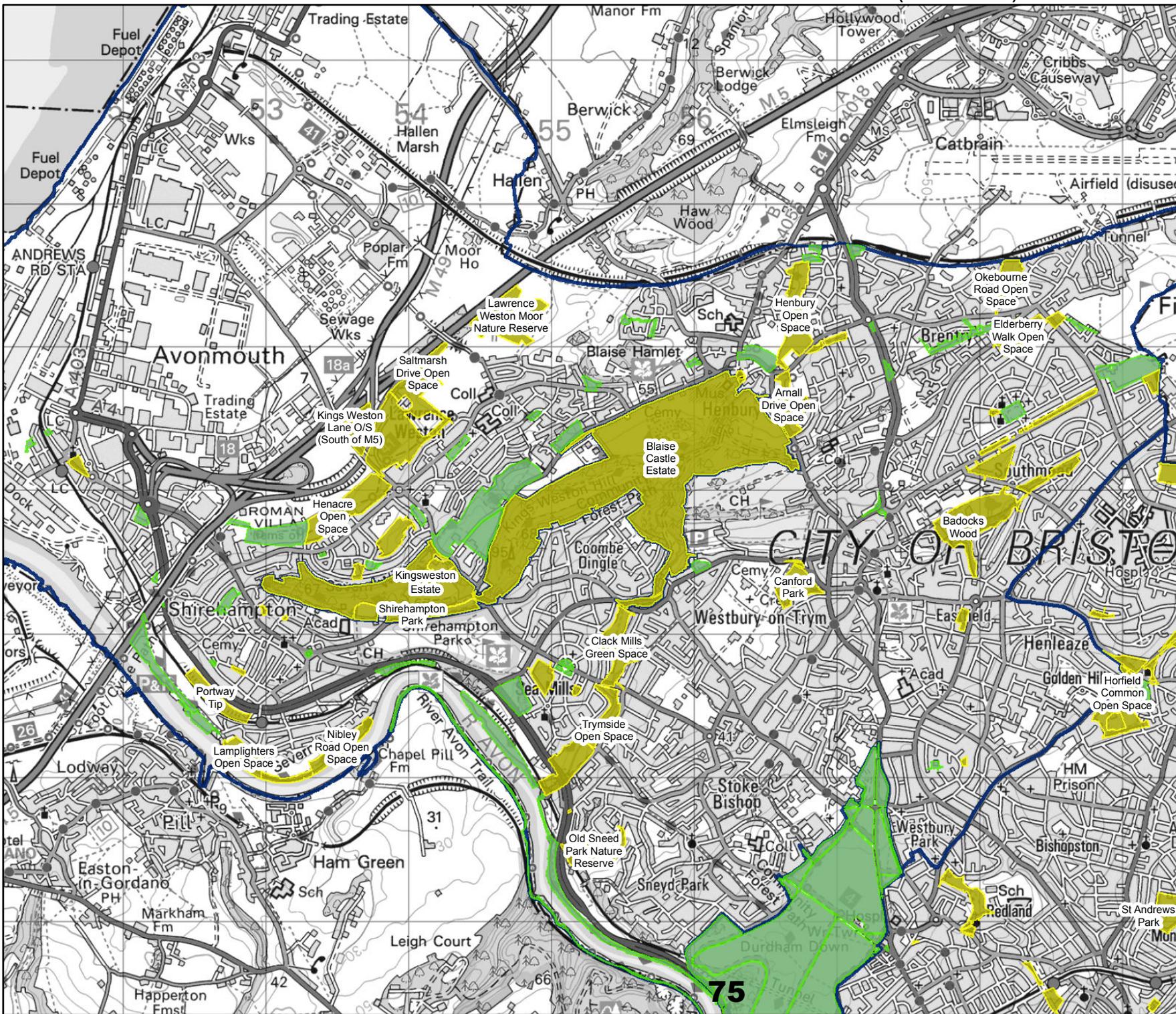
ENVIRONMENT & LEISURE

Scale : @A4 1:50,288
Date: 06/10/2015



NEIGHBOURHOODS
DIRECTORATE

Environmental and Leisure Services
Brunel House Phone: 0117 922 3719
St George's Road bristolparks@bristol.gov.uk
Bristol BS1 5UY www.bristol.gov.uk/parks



Bristol City Council

**Parks & Green Space Sites
Byelaw designations.
North Area**

Legend

- Sites - Byelaws Apply
- Sites - No Byelaws

The provision of information by Bristol City Council does not imply a right to reproduce or commercially exploit such information without the Council's express prior written permission. Reproduction or commercial exploitation of information provided by the Council without its express permission may be an infringement of copyright.

The council is unable to grant permission to reproduce or re-use any material that is the property of third parties. Permission to reproduce or re-use such material must be obtained from the copyright holders.

© Blom Pictometry 2012



© Crown Copyright and
database right 2015.
Ordnance Survey 100023406.

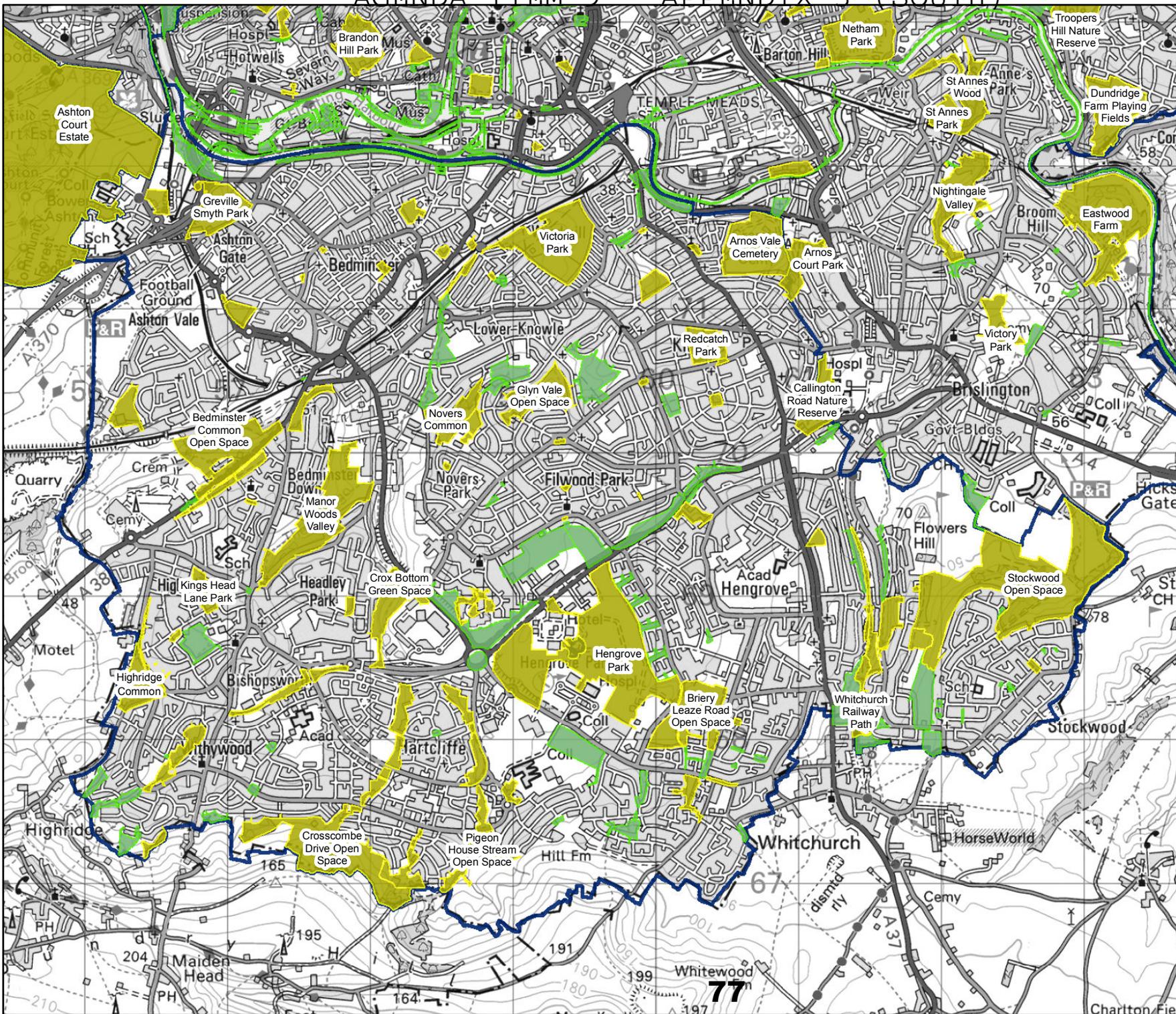
ENVIRONMENT & LEISURE

Scale : @A4 1:35,350
Date: 06/10/2015



NEIGHBOURHOODS
DIRECTORATE

Environmental and Leisure Services
Brunel House Phone: 0117 922 3719
St George's Road bristolparks@bristol.gov.uk
Bristol BS1 5UY www.bristol.gov.uk/parks



Bristol City Council

Parks & Green Space Sites Byelaw designations. South Area

Legend

- Sites - Byelaws Apply
- Sites - No Byelaws

The provision of information by Bristol City Council does not imply a right to reproduce or commercially exploit such information without the Council's express prior written permission. Reproduction or commercial exploitation of information provided by the Council without its express permission may be an infringement of copyright.

The council is unable to grant permission to reproduce or re-use any material that is the property of third parties. Permission to reproduce or re-use such material must be obtained from the copyright holders.

© Blom Pictometry 2012



© Crown Copyright and
database right 2015.
Ordnance Survey 100023406.

ENVIRONMENT & LEISURE

Scale : @A4 1:35,348
Date: 06/10/2015



NEIGHBOURHOODS
DIRECTORATE

Environmental and Leisure Services
Brunel House Phone: 0117 922 3719
St George's Road bristolparks@bristol.gov.uk
Bristol BS1 5UY www.bristol.gov.uk/parks

Agenda Item 9 – Appendix 4 (Communications)

Use of Byelaws in Parks & Green Spaces – Communications Approach

Bristol City Council is developing a proposal for the use of byelaws to assist in the management of nuisance and anti-social behaviour in parks and green spaces.

The proposal had originally been scheduled for discussion at the Full Council meeting of 18th March 2014. However, at that time the report was withdrawn because of concerns over a small number of specific byelaws and the perceived “banning” of certain activities in parks. Subsequently, following a discussion at the Scrutiny Commission on 10th April 2014, councillors recommended that a Scrutiny Inquiry Day be held.

In response to the recommendations from that Scrutiny Inquiry Day (held on 17th November 2014) we have developed a comprehensive strategy to effectively and clearly communicate the proposed introduction of park byelaws across the city. Below is a summary of the key elements of our strategy.

Communications aims

There has previously been some concern and associated challenge from members of the public and the media relating to the proposed use of byelaws in our parks and green spaces – with a particular focus on ‘high profile’ activities such as the use of barbecues.

Our aim now is to help people understand the real impact of introducing byelaws, as well as – more broadly - educating and persuading people to increasingly respect our green spaces and each other. There will be an emphasis on the positive message of people enjoying their parks and green spaces responsibly.

Collaboration is key and - if the proposal is approved - we intend to work closely with a number of key stakeholders in further refining and then delivering this communications plan. These stakeholders will include park forums and friends groups, neighbourhood partnerships and local councillors.

Our aims can be summarised as follows:

- **Educate** - promote understanding of park byelaws and the proposed changes
- **Encourage positive messages** – centred around enjoying our parks
- **Communicate** - diffuse concerns which may be based on simple misunderstandings
- **Persuade** - encourage people to be considerate and make the best use of our parks
- **Inform** - make sure citizens are aware how they can get involved, take part in any related consultations, report issues in their local parks etc

There will be two distinct phases to this work: **Autumn / Winter 2015** – communicating the implications of the proposal before, during and after Full Council (10th Nov) then - if the proposal is approved - delivering a broader public engagement campaign during **Spring / Summer 2016**.

Phase One - In the run-up to Full Council (Autumn / Winter 2015)

What are the key messages?

- Our aim is to enable everyone to enjoy our parks and green spaces safely and to encourage people to respect others while using shared spaces.
- Byelaws could help us to strengthen the way we tackle instances of nuisance and anti-social behaviour where people are not willing to stop when asked by the police or BCC staff.
- During the original public consultation, 77% agreed that byelaws would be useful.
- We have already listened and taken action accordingly – this current proposal has been reshaped since Spring 2014 in response to key recommendations from scrutiny.
- We are not unusual – most other Councils already have similar byelaws in place.
- Existing byelaws adopted in late 1800s / early 1900s do not cover all of the anti-social behaviours involved and only cover around 20 parks / green spaces – just 5% of the total.
- Enforcement will be managed by parks officers and PSCOs.

How will we communicate this?

- Direct communication with park forums, friends groups and local councillors
- Engage third party support – for example, messages from police and park groups
- Member briefing, ahead of PR/media activity commencing
- PR/media - press release to announce the proposed changes and explain the process
- Select 2 or 3 key media (BBC, Bristol Post, Bristol 247) for detailed briefing with officers
- If proposal approved by Full Council, provide an update / communicate next steps

Phase Two – Encouraging respectful use of parks & green spaces (Spring / Summer 2016)

What are the key messages?

- Approved in November 2016, the new park byelaws will help us to ensure everyone can enjoy the city's parks and green spaces safely this summer
- These new rules help us to strengthen the way we tackle instances of nuisance and anti-social behaviour where people are not willing to stop when asked by the police or BCC staff.
- A consultation on designated areas for named activities e.g barbecues or fishing is underway / has taken place
- Designated areas now exist in XXXXXXXXX and allow XXXXXXXX
- Individuals or park groups can also apply for permission to carry out certain activities – there are only nine outright bans included
- How you communicate any anti-social behaviour you witness

How will we communicate this?

- Media launch arranged for a spring/summer engagement campaign – potentially a park event – with supporting press materials and Q&A
- Printed material (if budget available) e.g A4 posters for park / community notice boards.
- Social media – Facebook and Twitter – communicate using Parks twitter

- Website – create/update BCC web page to highlight changes
- Ensure there is a dedicated phone line and email address people can use with related queries (tbc)
- Information in newsletters and other publications going out to Bristol citizens. For example, Our City (E-newsletter).
- Easy read byelaws – create a plain English guide to what the byelaws mean, using the [existing Q&A](#) as a starting point.

Agenda Item 9 – Appendix 4 (Communication Plan)

Communication Plan – Park Byelaws

Background/context

The Council is looking to replace existing Victorian byelaws to help tackle nuisance and anti-social behaviour in parks and green spaces, including re-engagement with key stakeholders.

Proposals for byelaws had been scheduled for discussion at the Full Council meeting of 18th March 2014. However the report was withdrawn because of concerns over a small number of specific byelaws and the possible “banning” of some positive activities in parks that were considered to warrant further consideration. Subsequently, following a discussion at the Scrutiny Commission on 10th April, councillors recommended that a scrutiny inquiry day be held.

Since this however, the Anti-Social Behaviour, Policing and Crime Act 2014 has taken effect, which introduces a number of new provisions to deal with anti-social behaviour. It may be that in some cases the new powers within the Act could be considered to be a more suitable way of preventing nuisance and anti-social behaviour than the use of byelaws.

In response a public consultation in 2013, 77% of respondents were in favour of revised byelaws indicating a public expectation that the council should actively managing use of and behaviour in council-owned green spaces.

A revised set of 24 byelaws applicable to 207 of the city’s parks and green spaces are now being proposed.

Communications approach

- Deliver a plan of public relations (PR) activity that ensures public and key stakeholder groups are aware of new byelaws and the decision and implementation timetable
- All communications underpinned by positive messaging around people enjoying and taking pride in Bristol’s open spaces and encouraging them to use them considerately and responsibly
- Provide timely, relevant public relations to all byelaws audiences/stakeholders to support the credibility, delivery and profile of the new byelaws
- Seek opportunities to utilise public/partner/stakeholder advocates for new byelaws

Communications aims

- Communicate changes to Park byelaws.
- Develop positive messaging around the responsible use of parks to be enjoyed by all.
- Address controversial key issues – eg enforcement
- Employ a ‘no surprises’ approach by ensuring key stakeholders/partners are informed thereby enabling them to act as advocates as appropriate.
- Education – helping people to understand the rules, particularly around specific activities (e.g. BBQs)

Key messages

- **Primary messages**

- The city's parks and green spaces are something we should all take pride in and are there to be enjoyed by everyone
- Our aim is allow everyone to enjoy our parks and open spaces safely and respect and be considerate to everyone else using them
- 77% of the public support updated byelaws to ensure we have an enforcement framework in place our parks and open spaces can be enjoyed by everyone.
- We are not unusual – most other Councils already have similar byelaws in place
- These new rules help us to strengthen the way we tackle instances of nuisance and anti-social behaviour where people are not willing to stop when asked by the police or BCC staff.

- **Secondary messages**

- The council, led by Scrutiny have listened and learnt from the previous process. We have listened and taken advice on board.
- Individuals or park groups can also apply for permission to carry out certain activities – there are only nine outright bans included
- How you communicate any anti-social behaviour you witness
- Other related laws – 2014 anti-social behaviour act/dog laws.

Campaign partners

- Police
- Park Forum
- Neighbourhood Partnerships
- Park Friends' Groups

Audiences/stakeholders

- Bristol citizens
- Bristol Parks Forum
- Park Friends' Groups
- Neighbourhood Partnerships.
- Councillors
- Council staff
- Local media#

Tactics

- PR/media - press release to announce the changes and explain the process.
- Education campaign.
- Third party support – messages from police and park groups.
- Direct communication with park groups/Neighbourhood partnerships.
- Consultation process – dealing with issues of designation.
- Printed material - A4 posters for park notice boards
- Social media – Facebook and Twitter – communicate using Parks twitter
- Website – Create/update web page on BCC to highlight changes.
- Information in newsletters and other publications going out to Bristol citizens. For example, Our City (E-newsletter).
- Utilise partner/stakeholder communication networks to disseminate key messages/updates on new byelaws

Key milestones

- 9th October – Scrutiny report published
- 16th October – Scrutiny
- 3 Nov or 8 Dec – Full Council report published
- 10 Nov or 15 Dec – Full Council
- Dec – March 2016: consultation on designated areas for fishing, BBQs/fires, horse riding & model aircraft.
- April: Application to DCLG for Sec of State to confirm byelaws.
- Subject to DCLG confirmation: rollout of new byelaws and supporting communication programme – estimated summer 2016

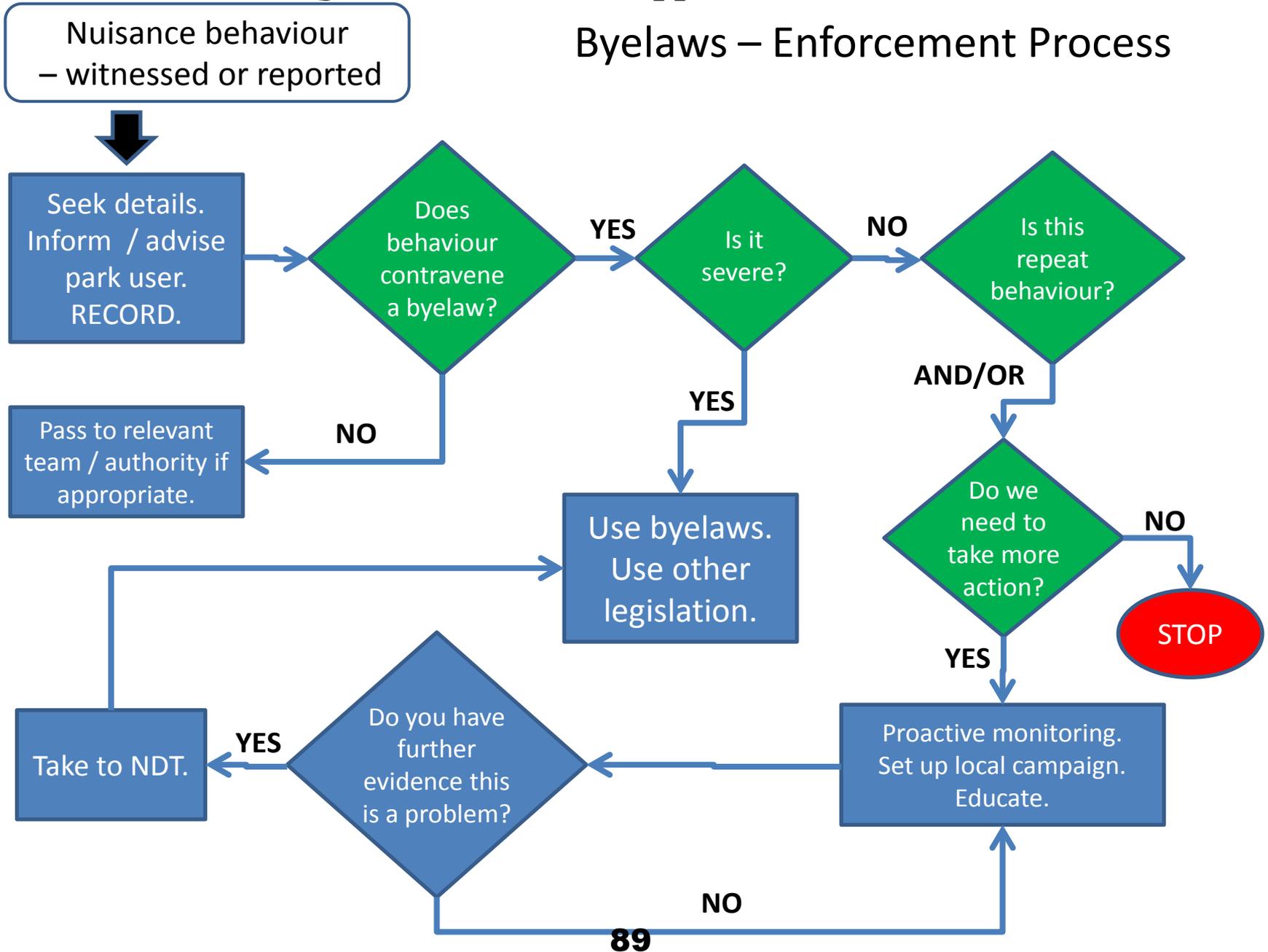
Potential risks/questions to be answered

- Potential for negative press coverage, accusing the council of stopping people having fun/being too heavy handed.
- Why do we need these extra rules?
- How will these rules be enforced?
- Open to interpretation – what constitutes dangerous/excessive etc.

Communication timetable

Date/time	Milestone	Communication activity	Cost	Responsibility
COMMS PHASE 1				
w/c 29 Sept – 8 October	Key stakeholder briefings	Briefings with Park Forum/NPs (via NP co-ordinators)	£0	Richard Fletcher/PR team
9 October	Scrutiny report published	Member communication - Briefing sent to all members when Scrutiny papers are published	£0	Richard Fletcher/PR team
		Media release	£0	PR team
		FAQs Have a FAQ sheet to back up press release.		PR team
		Partners testimonials Supportive testimonials from key partners to support PR activity		PR team
16 October	Neighbourhoods Scrutiny			
17 October		Updates on issues arising from Scrutiny		
Nov 10 or 15 Dec (tbc)	Full Council	Refresh of comms messages published prior to Scrutiny (including updates on issues arising at Scrutiny)	£0	All
Following council		Social media promotion explaining changes and answering questions on Park social media platforms.	£0	Parks team and PR team.
		Abridged version of the press release to go out to local community newsletters	£0	PR team.
		Information in council newsletters		
		Website changes	£0	Design team.
		Make changes to the Parks page to advertise consultation and explain potential changes.		
Nov/Dec 2015 to March 2016	Consulting with special interest groups NPs about designated areas in certain parks.	Printed materials to advertise consultation process	Consultation costs	PR team and Parks team
		Social media promotion encouraging public/target groups to take part in consultation		
April 2016 (tbc)	Application to DCLG	Update on progress/outcomes of consultation. Clarity that byelaw adoption now subject to decision by DCLG rather than council processes	£0	PR team
COMMS PHASE 2				
Summer 2016 (tbc – pending DCLG approval)	Park byelaws adopted	Media launch	TBC	PR/Corporate Communications
		Comprehensive marketing and communications programme focused on responsible enjoyment of parks and open spaces		

Byelaws – Enforcement Process



Agenda Item 10

Neighbourhoods Scrutiny Commission – Friday 16th October 2015

Housing Revenue Account Business Plan & Housing Management Board

Purpose of Report

This report aims to provide a brief summary of the role of the city council as a landlord and the funding of council housing within the Housing Revenue Account (HRA) – including the rules that affect the HRA and the financial planning undertaken through the use of a 30-year business plan. The report also outlines the service improvement plans currently reflected in our landlord strategy & 30-year business plan. Finally, the report highlights potential threats to the HRA business plan from the recent Budget, welfare benefit and changes and other governments housing policy proposals

The report is set out as presentation together with explanatory notes.

Summary

There are over 27,000 Council homes in Bristol. Homes are let to those in the most need on Secure Tenancies at affordable Social rents.

The finances for council housing sit within the HRA, a legally separate account within the council's General Fund (GF). It is a 'landlord account' – for the provision, management & maintenance of council housing.

Governance for the HRA and review of the HRA business plan includes the Housing Management Board. The board was established in 2007 and brings together councilor and tenant members to help develop and deliver the strategy for council housing

In 2012 the introduction of Self-Financing put the HRA on a much better financial footing with better local control. However, some key government controls remain relating to rent levels, borrowing in the HRA and the use of many capital receipts.

The sources of income and types of expenditure are set out in detail in the report. The vast majority of income to the HRA is from the rents of existing tenants and primarily is to be spent on homes (repair & investment of existing or provision of new) & services to tenants.

A long-term Business Plan for the HRA is required to help manage peaks and troughs in expenditure needs and to reflect the long-term nature of housing assets. Prior to the recent Budget announcements, the HRA business plan was viable and was able to support a range of service improvements for council housing. These improvements focused on standards in existing homes and enhanced services to tenants as well as building new council housing. However, those plans (and the provision of basic services) are now under severe threat largely to the government's proposal to reduce social rents by 1% per year for the next 4 years.

Nicky Debbage, Service Manager – Strategy, Planning & Governance, Housing Delivery

■ Agenda Item 10 - Presentation

Housing Revenue Account Business Plan

Neighbourhoods Scrutiny

16th October 2015

Housing Delivery "To provide quality homes, great neighbourhoods and successful tenancies across our city"

Slide 1



This presentation provides an overview of the Council's Housing Revenue Account and the HRA 30-year Business Plan

The HRA can often be overlooked in the Council's budgets because it is self-funding and has a zero net budget. However, with an annual gross budget / turnover of £130m+ - including significant funding contributions to many General Fund services - the HRA involves substantial spending and activity within the council's finances



Contents

- BCC's role as a social landlord
- The basic rules around the HRA
- HRA strategy & Housing Management Board
- The HRA budget 2015/16
- The 30-year HRA BP / key assumptions
- Opportunities / Threats to the BP

Housing Delivery "To provide quality homes, great neighbourhoods and successful tenancies across our city"

Slide 2



BCC's landlord role

- BCC is a 'stock retained' council
- 27,300 rented / 1,300 leasehold homes
- 15% of housing stock in City
- Affordable: Social rents avg. £82 p.w.
- Meet need: 1,500 homes relet/exchanged 14/15
- Quality homes: 96% Decent, 80% satisfaction with home, 91k repairs 14/15
- Tenants: 70% on HB, 2,500 ASB complaints, 15k tenants consider they have a support need

Housing Delivery "To provide quality homes, great neighbourhoods and successful tenancies across our city"

Slide 3



The council is the largest social landlord in the city (and the SW), making up a significant proportion of all homes in the city - and having a major influence in most neighbourhoods across the city

Council housing is the most affordable housing in the city, with rents at below 50% of market levels

We house, through Home Choice Bristol, those in the highest housing need letting around 1,500 each year

Homes must meet the government's basic Decent Homes standard but we aim for much higher standards. A major spending demand is day to day repairs in response to tenants request – over 90k requests each year.

There are many demands to meet the needs of existing tenants – supporting those on low income, dealing with ASB & breaches of tenancy conditions and providing support to help tenants to sustain their tenancies

The Housing Revenue Account

- Separate account for income & expenditure for the Council's landlord functions
- Self-financed, largely from tenants' rents, nil net budget
- Ring-fenced i.e. no cross subsidy between GF and HRA activities
- Government still largely control rent levels
- Government set debt cap on borrowing in the HRA
- Restrictions on use of Capital receipts
- Long-term assets = long-term planning: HRA 30 year Business Plan

Housing Delivery "To provide quality homes, great neighbourhoods and successful tenancies across our city"

Slide 4



The HRA is legally separate from the General Fund (GF) and is a 'landlord account' – for the provision, management & maintenance of council housing.

The statutory origin of the HRA ring-fence is Section 74 of the Local Government and Housing Act 1989 . This legislation in brief aims to prevent the subsidising of the HRA from the GF and vice versa, it is possible for payments between the accounts if it is for valid purposes (e.g. the HRA can pay the GF for services it provides for council tenants and the GF can pay the HRA for services it provides on behalf of the whole community).

Although self-financing in 2012 put council housing on a better financial footing, there are still 3 key constraints on the HRA:

Government rent policy determines rent levels and rent increases

Borrowing on the HRA is tightly controlled with a borrowing cap imposed to prevent more borrowing

A proportion of capital receipts still has to be paid to government and there are controls on how capital receipts can be used locally

These constraints limit flexibility in the HRA and our ability to deal with peaks in spending needs, which makes long-term business planning more important

HRA strategy / role of HMB

- Self-funded business with long-term business plan - emphasises need for clear strategy / governance
- Housing Management Board
 - Assistant Mayor / lead from 3 x parties
 - 4 x tenant/leaseholder representatives
 - Advise on development/delivery of landlord strategy
 - Review the draft BP / associated Capital & Revenue Budgets
 - Review high level performance
 - Review risk and risk management arrangements
 - Overview of the development of tenant participation
 - Review draft reports on key decisions to be taken by the Cabinet or Council

Housing Delivery "To provide quality homes, great neighbourhoods and successful tenancies across our city"

Slide 5



The size of the landlord business (both in terms of the multi-million pound finances involved, and the number of homes and their impact on the lives of a significant proportion of the population of Bristol) together with the need for the business to have a long-term, viable business plan; emphasis the need for a clear & robust strategy for the HRA / council housing.

To help with this and provide greater focus/scrutiny on Housing, the HMB was introduced in 2007. Whilst it is not, within the council's constitution, a decision making body; the HMB is a strong influence on the HRA strategy resulting BP.

HRA budget 2015/16

Income	£m	Spending	£m
Gross Rent	117.7	Capital investment	53.6
Gross Service charges	7.9	Revenue repairs	34.2
Voids	-1.9	Management costs	27.3
Useable Capital receipts	6.9	Service costs	8.3
Other revenue income	1.5	Debt costs	11.8
Total	132.1	Bad debts	2.9
		Other	1.4
		Total	139.5
		Annual surplus/(Deficit)	(7.4)

Housing Delivery "To provide quality homes, great neighbourhoods and successful tenancies across our city"

Slide 6





HRA Income

- Rents – rents are set using a Target rent for each home based on a government formula. Annual increase (or decreases) are also linked to government policy
- Service charges – charges for specific services such as caretaking, laundries, CCTV
- Voids – the loss of rental income due to periods when homes are empty between tenancies
- Capital receipts – largely from Right To Buy sales – many restrictions

Housing Delivery "To provide quality homes, great neighbourhoods and successful tenancies across our city"

Slide 7



Rents – A Target or formula rent is calculated for every social housing home - based on factors like no. of bedrooms and value – with the aim of ensuring that similar homes in similar areas should have similar rents. The annual Target rent increase is set by government and is currently CPI + 1% (NB proposal to reduce rents by 1% p.a. 2016-20). The average council rent in 2015/16 is £81.95 p.w. Around 70% of tenants are on either full or partial Housing Benefit and 56% of overall rent income is received in HB.

Service charges are charged for specific 'separate' services only received by some tenants, e.g. caretaking, and the charge for these can only cover costs (i.e. there cannot be a 'profit' on service charges)

Voids - Some potential income is lost when homes are empty during change over of tenancies

Capital Receipts - The forecast is that 145 homes p.a. will be sold through the Right To Buy in 2015/16 . Depending on length of tenancy, the tenant buying receives a % discount on the value of the property up to 70%. Also, a percentage of the receipt the council receives has to be paid to government, however the proportion of the receipt we can retain and re-use is increased if we re-invest receipts to new council homes (but there are strict rules about how they can be used and it can only be 30% of the cost of a new home)

HRA Expenditure

- Capital – investment in existing and new homes
- Revenue Repairs – responsive repairs, cyclical maintenance, servicing and re-letting homes
- Providing services (management & service costs) – direct staffing, overheads and support service costs
- Debt costs – interest payments on the £245m debt
- Bad debts – provision for rent arrears unlikely to be paid

Housing Delivery "To provide quality homes, great neighbourhoods and successful tenancies across our city"

Slide 8



Capital / Revenue repairs - The majority of spend on the HRA is direct spending on the repair, maintenance and improvement of existing homes (and building new homes where there is sufficient income 'spare' to fund this, after our 'duty' to ensure that the homes and services for existing tenants are funded).

Management and service costs are the next biggest area of spend – the cost of providing services to tenants and their homes including tenancy management, rent and debt advice, caretaking, etc.

Debt costs - The interest payments on the debt of £145m on the HRA are a relatively low, but absolutely essential cost to the HRA. Money could be spent on paying off some debt (and therefore lowering future interest payments) but most loans to the HRA are long-term loans at low fixed rates so this is not our current business approach.

Bad debts - Provision is made for bad debt – income we do not expect to receive and is 'written off'. This is 'old' current tenants arrears where the chances of the tenants paying are very low or old former tenants arrears.

Spending in & out of HRA

- Housing Delivery services (25%)
 - Response repairs (some), Planned Programmes (commissioning), Estate Management, Strategy Planning & Governance
- Council / General Fund services ‘bought in’ (25%)
 - Specific: Housing Needs (HomeChoiceBristol), Rent management, Caretaking, ASB, Adaptations, Tenancy Support, Community Development, Grounds Maintenance
 - General: Customer Services, ICT, Finance, HR, Legal
- External (50%)
 - Repairs & capital investment, debt costs

Housing Delivery “To provide quality homes, great neighbourhoods and successful tenancies across our city”

Slide 9



Whilst housing is still ‘in-house’ much of the spending on council housing is not directly in the HRA.

Around a quarter of spending is on services provided within Housing Delivery but a further quarter of spending is on services that are delivered by other parts of the council and paid for from the HRA. This is legitimate funding of the GF from the HRA as it is paying for services that are provided to tenants GF

Many services (especially investment in new & existing homes) is bought in from external providers / contractors

30 year Business Plan Assumptions

- Dwellings at start = 27k, minus RTB, plus new build
- Average Rent (2015/16) = £82 p.w., annual rent increase of CPI + 1%
- HRA debt at 01/04/15 £245m / borrowing cap £257m
- Consolidated borrowing rate – 4.7%
- Repairs/maintenance & management/service costs remain relatively constant (inflationary rises)
- 30 year capital investment of £1.9bn – some peaks & troughs
- ‘Surplus’ income used to fund 2,000 new builds over the period

Housing Delivery “To provide quality homes, great neighbourhoods and successful tenancies across our city”

Slide 10



The HRA business plan involves inputting year 1 figures (as per the agreed budget) for key issues like stock figures, inflation, rents, spending requirements, Right To Buy sales, etc. and then forecasting these over 30-years (according to known government policy, spending needs, service improvement plans, etc.) .

The HRA business plan also allows scenarios to be tested – “what if” questions – e.g. what if inflation rises, what if Right To Buy sales increase, what if arrears increase? Testing these allows us to understand risks to the HRA business and to better plan for these and ensure the HRA remains viable.

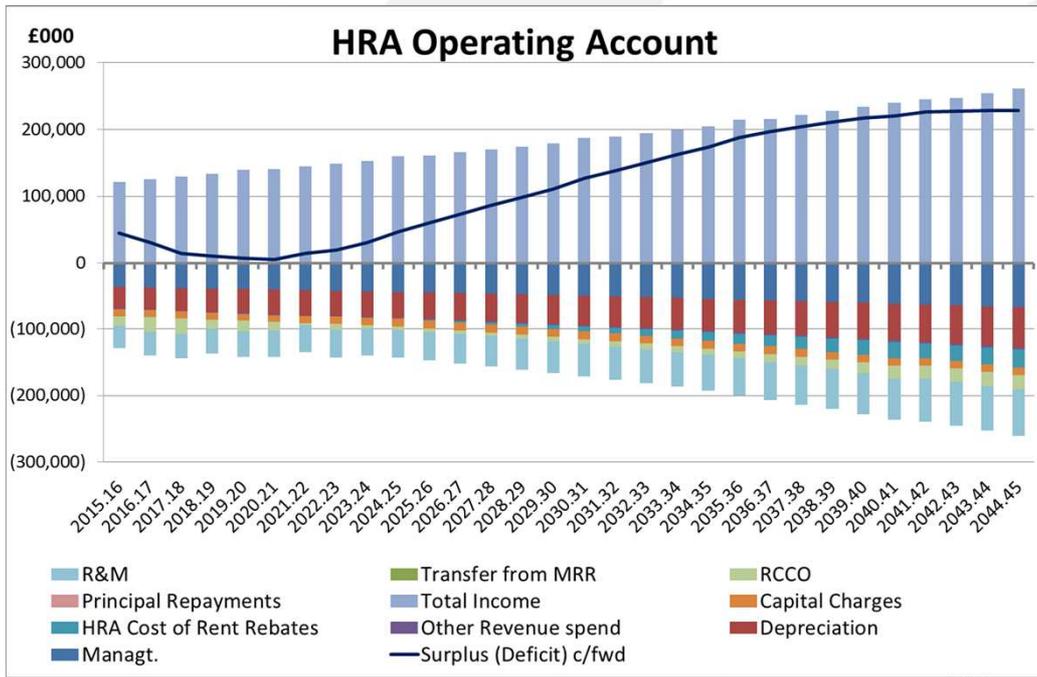
The figures above show the impact of the debt cap – the current debt on the HRA is £244m and the absolute debt cap on the HRA is £257m – that means that we can only borrow a further £13m until we have hit our cap and can borrow no more.

Current rent increases in the HRA business plan are based on government policy which links annual rent increases to inflation as measured by the Consumer Price Index. This is now a high risk area.

Most spending stays relatively steady, generally rising by inflation. However, there are peaks in capital investment needed relating to the age and condition of homes.

All surplus income in the earlier years of the plan is assumed to fund new homes

HRA BP 2014 - 44



The graph shows the operating, or revenue account in the HRA.

Rent income above the axis and spending categories below the axis

The dark blue line shows the surplus (or deficit) on the HRA – in early years no surplus is generated as spending plans use up any growth in income. In the longer-term a surplus is forecast to grow, in reality if this were to happen then spending plans would be increased and more new homes would be built. However, we have not committed to this at this stage as longer term forecasts in the BP are less certain / higher risk

Service improvements in BP

- To deliver: Housing Strategy Outcomes & shared BCC strategic aims (e.g. Green Capital objectives)
- Improve homes - Bristol Homes Standard
 - Heating & insulation, kitchens/bathrooms, security, Fire safety
- New homes programme / Making best use of existing stock
- Improving the Tenant Experience
 - Better start to tenancies, improved processes, increased staff to manage /support tenancies, ICT to support web access
- Mitigating impact of Welfare reform / sustaining tenancies

Housing Delivery "To provide quality homes, great neighbourhoods and successful tenancies across our city"

Slide 12 12



The BP includes HRA service improvement plans developed in consultation with tenants and members.

The HRA service plans aim to help deliver the objectives in our BCC housing strategy: My Home is my springboard for life . The HRA service plans also help deliver the Mayor's priorities / our Corporate plan.

HRA plans will help achieve shared BCC outcomes e.g.: successful tenancies /successful citizens, financial inclusion, warm secure homes/healthy households, support/advice to the most vulnerable, digital inclusion/self-service

Threats – budget/government policy

- Social Rents to reduce by 1% p.a. for 4 years (2016 – 2020)
 - Previous ‘guarantee’ of CPI + 1% p.a. for 10 years
- Welfare reform / risk to rent income & tenancy sustainment
 - Specific issues: Benefit Cap / General issue: Universal Credit
- Sale of high value homes when empty / receipts to government
- Requirement to pay back additional RTB receipts plus interest if fail to deliver new build programme

TOTAL ESTIMATED LOSS = £255m over 10 years

Housing Delivery “To provide quality homes, great neighbourhoods and successful tenancies across our city”

Slide 13



The Welfare Bill proposes that Social (and Affordable) rents will reduce by 1% p.a. for 4 years (2016 – 2020). Previously the government’s social rent policy was a ‘guaranteed’ annual rise of CPI + 1% for 10 years from 2015. The current average weekly rent for Bristol’s council housing is £82.11, our business plan based on government policy forecasts that rent in 10-years would be £109.10 per week. The rent in year 10 with 1% reductions 2016-20 would be £87.08 per week (assuming that rents go up by inflation only after 2020). This rent gap equates to a potential rent income loss over 10 years of £188m.

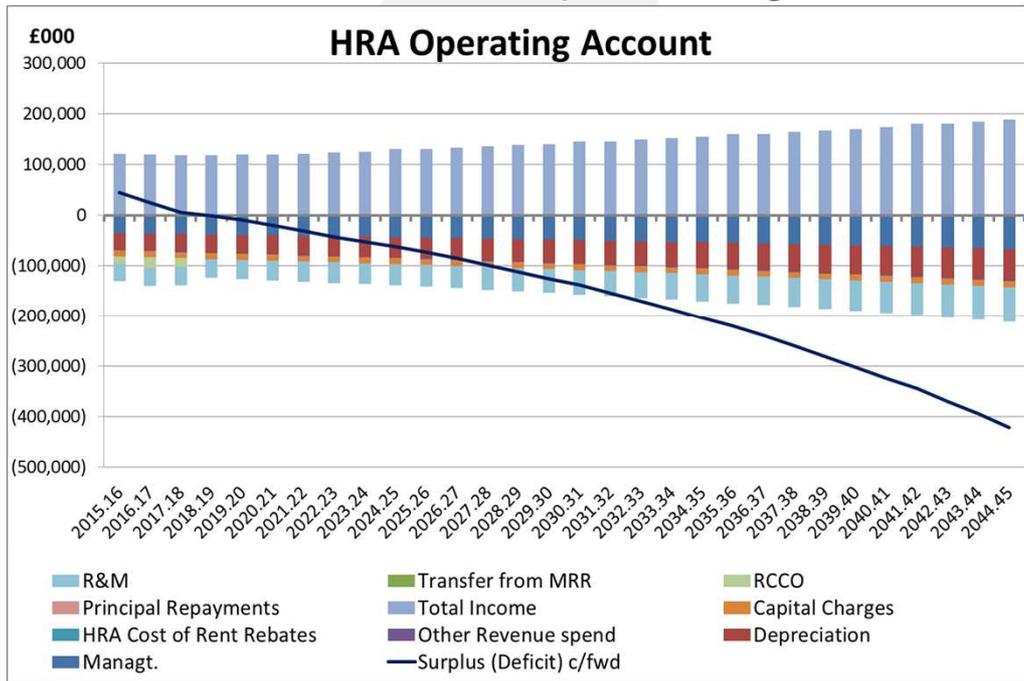
The Benefit Cap will mean any cut in benefits will be taken from housing benefit (HB). It is estimated that the £20k cap will affect 500+ BCC tenants and put at risk £1.7m+ of rent income p.a. Longer-term Universal Credit paid to an estimated 11k tenants monthly rather than directly to BCC, will put ‘secure’ rent income at high risk

The government also proposes that when high value council homes become empty they should be sold and the receipts should not be kept by the council but should go to government. The definition of “high value” depends on region but for the south west means for a 1 bed home £135k, and for a 2 bed home £260k. Our current financial forecast already include that we do sell some high value / high repair cost ‘acquired’ homes and re-invest these receipts.

Additional receipts (i.e. from sales above the level of sales anticipated prior to government measures to encourage more tenants to buy) can be reinvested by councils to cover up to 30% of the cost of new homes. However, if we do not have sufficient revenue surpluses (due to the other issues set out above) to deliver the required level of new build they would need to be paid back to government along with interest.



Potential BP – post budget



The graph shows the impact of these proposals on our BP – the HRA would go into overall deficit (bankruptcy) in year 3 – which is not possible - unless major cuts are made

Our response?

- Consider different demands on us as a landlord
 - Affordability - benefits / debt advice alone not enough
 - Our role in financial / digital inclusion
- Consult / consider 'balancing' options
 - New Build (£10-20m p.a.) – e.g. 60% cut in new homes
 - Capital Investment (£40-50m p.a.) – e.g. cut by 25% (reduce cladding, heating upgrades, kitchens replacements)
 - Revenue repairs & maintenance (£30-35m p.a.) – e.g. cut by 10% (reduce external maintenance, relets standard, etc.)
 - Management/service costs (£35 – 40m p.a.) likely to be the last area to cut (due to need to sustain tenancies post WBR) but efficiencies would be sought
- Impact / actions to be considered as part of Scrutiny Housing Inquiry

Housing Delivery "To provide quality homes, great neighbourhoods and successful tenancies across our city"

Slide 15



The Welfare changes will ask very different questions of us as a landlord. Even council housing will no longer be affordable for some households on benefits (hit by the cap or a four year freeze in benefits). So our previous approach of helping to ensure tenants claim all of the benefits they are entitled to and providing debt & budgeting advice will no longer be sufficient. We will need to consider our role in helping to provide more long-term solutions – i.e. supporting tenants into employment and ensuring tenants can access services / benefits on-line

We will also need to start preparing for the worst case scenario and begin consulting stakeholders on where cuts should be made to our spending plans. One area of spending, Debt costs (paying the interest on our debt), cannot be reduced so the savings would have to come from other the areas of spend. The total spend in each area p.a. is shown, together with examples of the levels of cuts / impact that might be required

The impacts of the Budget and Welfare Benefit Reform., and the council's response to these on the HRA business plan are part of the remit of the Scrutiny Housing Inquiry

Agenda Item 11

Neighbourhoods Scrutiny Commission – Friday 16th October 2015

Policy, Strategy & Communications Team, Business Change

Scoping Plan

Subject: Updating the 2009 Waste and Streetscene Services Strategy

Date: Friday 16 October 2015

Contact: Kay Russell, Strategic Planning Manager, Policy, Strategy & Communications

1. **Aim**

To outline the scope of the work required to update the Waste and Streetscene Services Headline Strategy.

2. **Purpose**

There is a need to revisit and refresh the 2009 Strategy with a view to informing the future direction of travel for the Council's Waste and Streetscene services. There is also a need to re-evaluate the whole waste strategy in the light of wider changes taking place both nationally and locally. This includes any changes in EU/UK Waste legislation that have taken place since the last strategy, local demographic change and ongoing budget pressures faced by the Council. It will also need to incorporate any future expectations of national changes and government changes in measurement of waste and potential targets.

3. **Defining the Task**

Following an initial discussion at Neighbourhoods Scrutiny Commission in September 2015, it has been agreed that an operational level review of the Waste Strategy will be undertaken. This will enable a continued focus on the key themes set out in the 2009 Strategy as well as an emphasis on issues of importance that have been identified since e.g. at Inquiry Days.

Officers will:

- keep the same overall goals (waste minimisation and maximising recycling, repair and re-use) but
- take into account more recent developments, such as the establishment of the Bristol Waste Company and the Bristol Energy Company, the Council's status as Green Capital and the outcomes from the Neighbourhoods and Place Scrutiny Inquiry Days which are summarised below in Phase 1 of our approach.

4. **Strategy Refresh Process**

We will follow DEFRA guidance, and consider:

- Where are we today? (the current situation as regards waste management)
- Where do we want to get to and when? (the objectives for how waste will be managed more sustainably in the future)
- What do we need to do to get there? (the actions which are planned to achieve the objectives)

In addition, the strategy will provide:

- 'A route map' showing how objectives will be achieved; with
- Further detail, especially for the short term, in Action Plans.

In brief, reviewing and refreshing the existing Waste strategy can be broken down into three phases.

➤ **Phase 1 – Scoping/Information Gathering and Best Practice**

Factual data within the existing 2009 strategy is now being updated to reflect the current position. This includes looking at changes in demographic information and legislation. Officers are reflecting how the context has changed since the previous strategy through, for example, examining any changes in waste related legislation at EU and UK level.

In addition, this phase has started to look at current challenges and at the most promising ways to address them through reference to best practice from elsewhere in the UK. Our research and the development of our draft strategy will include looking at current practice and achievements in the Core Cities, our neighbouring local authorities and specific others where good practice is identified. The benefit of any new technologies or approaches used in other areas will inform the new strategy.

Two inquiry days on waste services have been held by the Neighbourhood Scrutiny Commission (26th November 2014) and Place Scrutiny Commission (18th March 2015). Feedback from these and from the last Neighbourhood Scrutiny Commission meeting (14th September 2015) produced the following **priorities**:

- **Greater emphasis on street scene services**, e.g. by ensuring that new landlords grant the Council permission to remove graffiti from their properties.
- **Encouraging reuse, repair and recycling** through (1) public communications highlighting cumulative effects of recycling; (2) learning from best practice in other local authorities. Officers will look at local examples of good practice e.g. Repair Cafes, the Furniture Re-use Network and the Waste Action Group and also at national examples such as re-use of donated items at recycling centres (Scotland, Devon). Information will be gathered on the impact of these approaches to determine both the effectiveness and cost benefits. The resulting impact on the waste available for recycling will also be considered as this may have implications for the cost of recycling contracts.
- **Improving and publicising enforcement** by (1) pursuing compliance by local businesses, landlords and residents, (2) increased data-sharing across the Council and (2) publicity campaigns which utilise effective channels such as social media and the Mayor and/or Green Capital. The Strategy will identify and outline the need for the proactive provision of advice and support to traders to enable good practice in respect of waste disposal e.g. local initiatives such as that undertaken by the Gloucester Road traders could be highlighted to others in the City; consideration will be given on whether the Waste Company can offer advice to small businesses. The Strategy will also look at the potential for improvements to be made to enforcement processes.
- **Strengthening corporate social responsibility** and encouraging traders/businesses to reduce e.g. food packaging. The Strategy will look at ways to require organisations and businesses to take responsibility for disposing of waste more responsibly. The Council's response to the Social Value Act could provide the ability to require specific targets in this respect in contracts with the Council.

- **Opportunities provided by Energy Company.** Provide information about current waste to energy projects and future options.
- **Keep headlines from the 2009 waste strategy.** The above points should be added rather than replace the previous strategy.

For more detail on the outputs from the two Inquiry Days, Appendix A summarises the findings. Following discussion with Scrutiny Commission in September 2015, officers will also give due consideration to the following areas when developing the draft Strategy:

- **Integrated approaches:** consideration will be given to the potential for a more integrated approach so that other Council services support the Waste Strategy.
- **Models of provision:** as part of the work to develop the Strategy, research will be undertaken into the potential for setting up social enterprises to deliver aspects of the service.
- **Citizens:** concern over the increase in fly tipping and inappropriate disposal of waste around temporary/student accommodation necessitate a fresh look at these areas in the new Strategy. The problems will be mapped across the city and appropriate actions identified including working with landlords, universities and citizens to raise awareness of the negative impact on the environment and living conditions and to significantly reduce the amount of items disposed of inappropriately outside properties at the end of tenancies. An education campaign for citizens will be outlined to reduce fly tipping across the city including around recycling points and centres.
- **Green Capital:** the Strategy will reflect on the beneficial impact of the Council's year as Green Capital and outline what else will be done to support the Waste Strategy.
- **Devolution:** officers will be mindful of any potential opportunities or risks as a result of discussions with central government on devolution.
- **Financial modelling:** Consideration will be given to the financial implications for the potential options in the Strategy by looking at what the potential risks are as well as looking at what measures can be used to monitor future performance. This will include a consideration of the costs of reactive versus proactive work around waste and how the Council might change the emphasis e.g. by investing in prevention of flytipping instead of in paying to pick waste up after it has been illegally dumped.

This phase will also consider and ensure greater integration between the Waste Strategy and other work streams being undertaken by the Council, in particular Global Green Capital, but also, for example, the work being undertaken around building community resilience and highlighting potential links with the public health agenda.

At the October Scrutiny planning meeting, it was suggested that a broader focus be adopted for the overarching strategy – ie. making it a Resources/Resource Management strategy, putting greater emphasis on the importance of waste as a resource and the efficient management of materials as a key component of a circular economy. A circular economy, in which we keep resources in use for as long as possible, extract the maximum value from them whilst in use, then recover and regenerate products and materials from them to minimise the

use of new resources, has been moving up the European political agenda for a number of years.

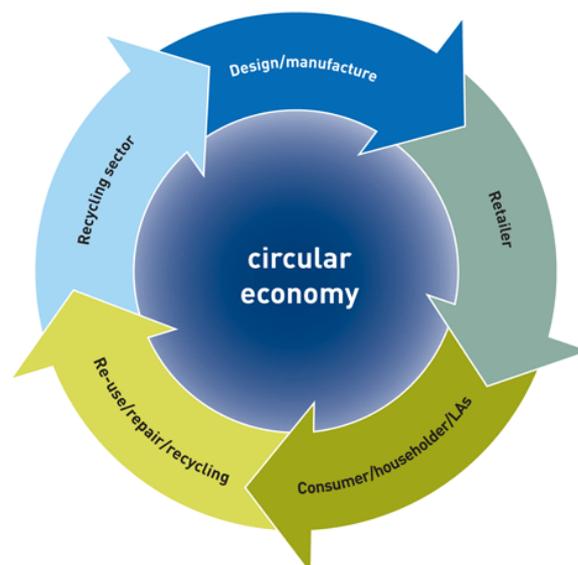


Diagram Source: Waste and Resources Action Programme (WRAP)

It is anticipated that this broader approach to the revised strategy is likely to foster a more integrated approach so that other Council services can support the Waste Strategy.

➤ **Phase 2 – Stakeholder Engagement and Options Appraisal**

In Phase 2, the work will be to consider what options the council will (and will not) pursue along with the strengths and weaknesses of different options. We will engage with partner organisations and determine what best can be done to win ‘hearts and minds’ to facilitate business and domestic waste reduction and an increase in re-use, repair and recycling.

This phase will consider in more depth the financial implications for potential options, what the potential risks are as well as looking at what measures can be used to monitor future performance, particularly with respect to ensuring that waste contractors are fulfilling their contractual obligations. Issues relating to enforcement will be considered so that everything possible is being done to ensure that organisations and individuals dispose of waste properly.

The two Scrutiny Inquiry Days (26th November 2014 and 18th March 2015) have already contributed a significant direction for the work in the second phase (see areas listed in Phase 1 above). Officers are ensuring that the outputs from those Inquiry Days inform the development of the Strategy. Neighbourhoods and Place Scrutiny Commissions will be kept informed on the development of the Strategy and future options. It is suggested that further scrutiny involvement takes place once some initial research on best practice has been undertaken. Scrutiny input would also be welcome during this phase looking at future performance measures, to support their key role in monitoring performance once the revised strategy is implemented.

Once prepared, a draft Waste Strategy will be put out for consultation. DEFRA guidance states that, in addition to key internal stakeholders, ‘authorities should also engage the local community and other external partners’. Officers will undertake stakeholder mapping exercise to ensure that all possible stakeholders are identified ahead of engagement and consultation. Initial work on this phase has identified the following stakeholders:

Internal	Elected Members Extended Leadership Team All staff in the Council to be made aware					
External	Neighbourhood Partnerships All citizens and to include students	Traders	All Sector Providers	Landlords	Other e.g. Waste Co Energy Co Green Capital	Partner orgs e.g. NHS, Universities

Consultation will include taking the draft Strategy to Neighbourhood Partnerships and advice will be taken from them on the suitability of taking consultation to the Neighbourhood Forums. In this way, consultation will be undertaken on a local area basis to enable the full range of stakeholders to participate and discuss the Strategy together bearing in mind local needs and priorities. Further consultation workshops will be set up for other key stakeholder groups as set out above. The strategy will also be publicised on the Council's Consultation Finder service with an online questionnaire in relation to the Strategy and Policy Proposals contained within it. As this is a refresh of an existing strategy rather than a completely new strategy, the timescale for consultation will be 8 weeks.

➤ **Phase 3 – Strategy Approval and Development of Action Plan**

Drafts of the revised Strategy will be made throughout Phase 2 in order to reflect input from stakeholders. A draft which incorporates comments and suggestions from stakeholders will then go through the formal decision making process of the Council for final approval.

As with the previous strategy, it is anticipated that the revised Waste Strategy and complementary policy statements will subsequently form the basis of future waste contract specifications.

5. **Timescale**

Below is a tentative timetable. The Scrutiny Inquiry Days are viewed as contributing substantially to both the scoping and option appraisal/stakeholder engagement phases. The work being undertaken with Neighbourhood Partnerships can also be seen as contributing to stakeholder engagement.

Key Actions	Estimated Timescale
Phase 1: Scoping/Information Gathering and Best Practice	
<ul style="list-style-type: none"> Review of structure of existing strategy – is it fit for purpose, what should be kept, what needs to change, revisit vision, strategic aims etc, consider examples from other cities Updating any key factual information required ie. updating the strategic context – national and EU legislation, data on waste collection and recycling, local demographic and economic data. Update city council context – budget pressures, mayoral priorities etc 	To be undertaken between September 2015 and early November 2015

Key Actions	Estimated Timescale
<ul style="list-style-type: none"> Refresh/identify linkages between Waste Strategy and other local strategies/initiatives – ie links to Joint Waste Strategy, Corporate Plan, Green Capital activity, Energy, links with Public Health etc 	
<ul style="list-style-type: none"> Examine evidence relating to new and different technologies and processes surrounding waste and its disposal. Consider current challenges and identify best practice from other local authorities. Input will be sought at this stage from a range of potential partners and contributors in order to bring in a range of ideas and expertise at an early stage of the process. 	
<ul style="list-style-type: none"> Identify existing customer information/opinions relating to waste and recycling services via existing resources – ie. Quality of Life survey data. 	
Phase 2: Stakeholder Engagement and Options Appraisal	
<ul style="list-style-type: none"> Identify options for current waste technologies and processes, what are the strengths and weaknesses of different options? What is the potential of new opportunities ie. potential role of the Energy Company in waste disposal 	The most time and resource intensive phase of the process – from early November 2015 to early January 2016
<ul style="list-style-type: none"> Consider options for better working with major partners (e.g. the NHS and Universities) and with local businesses, large and small - what best can be done to win ‘hearts and minds’ to facilitate business and domestic waste reduction and an increase in re-use and recycling. 	
<ul style="list-style-type: none"> Consider financial implications for potential options, what the potential risks are as well as looking at what measures can be used to monitor future performance. This will include a consideration of the costs of reactive versus proactive work around waste and how the Council might change the emphasis e.g. by investing in prevention of flytipping instead of paying to pick it up 	
<ul style="list-style-type: none"> Stakeholder engagement (internal and external) to consider potential options. Also need to consider input from the public on options/early draft of strategy via website, workshops etc. 	
<ul style="list-style-type: none"> Appraisal of options and feedback from stakeholders. 	
Phase 3: Strategy Approval and Development of Action Plan	
<p>Initial drafts will be written during Phase 2 but a final draft will be finalised, taking on board comments and feedback from stakeholder engagement.</p> <p>The Strategy will include an Action Plan with targets for delivery.</p>	Undertaken in January 2016 for completion by February 2016

Headline needs highlighted by waste management Inquiry Days held by the Neighbourhood Scrutiny Commission (26th November 2014) and Place Scrutiny Commission (18th March 2015).

1. Winning hearts and minds

- a. Marketing campaign on benefits of recycling
 - i. Use Green Capital
 - ii. Make available in different languages
 - iii. Link to public health agenda e.g. more homecooking
- b. Tackle inappropriate food packaging
- c. Changes to collection
 - i. Sorting waste post collection where recycling rates are poor
 - ii. Collect broken items
- d. Provide financial incentives for recycling
- e. Partnership working e.g. NHS and universities

2. Taking action when needed

- a. Take action against landlords; staff training and evidence gathering
- b. Research on impact of prosecutions on changing behaviour
- c. Communication Strategy to report enforcement
- d. Indemnity form for landlords
- e. Customer satisfaction on waste collection performance should be reported
- f. Neighbourhood Partnerships to agree Neighbourhood Plans including waste operations
- g. Waste contractors to educate local residents

3. Waste disposal

- a. Exporting waste is preferable to landfill but still undesirable
- b. Preferred methods are MBT/Anaerobic Digestion and pyrolysis/gasification → resilience could be improved if different methods were used
- c. All black bags should be sifted for recyclable waste
- d. Build evidence base on waste disposal solutions
- e. Debate relationship between waste disposal and energy

4. Household Waste Recycling Centres (HWRCs)

- a. Explore option of future HWRCs being commercial ventures or social enterprises
- b. Explore HWRCs as repair/re-use facility → enable residents to take items as well as drop off

5. Energy Company and Development Control/Licensing Issues

- a. Consider crossover with planning/development when considering heating/combined heat and power from waste

- b. District Heating Systems supported but concerns raised over maintenance cost and durability of individual DHS
- c. Council should remove barriers to enable more repair/reuse/exchange facilities to be set up across the city

Agenda Item 12 - Work Programme

	OSM	Business Change	Place	Neighbourhoods	People
June	<p>Meeting date – 26/6/15 Ref – OSMB 06/15</p> <ul style="list-style-type: none"> • The Arena • The Energy Company • Work Programme 15/16 – <i>standing item</i> • Q4 Outturn Performance Report for 2014/15 				
July		<p>Meeting date – 20/07/15 Ref – BC 07/15</p> <ul style="list-style-type: none"> • Universal Credit/Welfare Reform – <i>a paper to set the scene and plan further work eg Inquiry Day. Note People Commission’s interest</i> • Social Value – <i>the draft outcomes from the Inquiry Day of 20th April 15</i> • Performance Report – <i>regular update</i> • Directorate Risk Register – <i>regular update</i> 	<p>Meeting date – 13/07/15 Ref – PLA 07/15</p> <ul style="list-style-type: none"> • WoE Joint Spatial Plan & Joint Transport Study • Performance Information – <i>standing item</i> • Risk Register – <i>standing item</i> <p>Informal Briefing: Transport – <i>Early off-line briefing to determine February item. To include transport poverty (possible item for future Scrutiny).</i></p>	<p>Meeting date – 17/07/15 Ref – NHDS 07/15</p> <ul style="list-style-type: none"> • Introduction to Neighbourhoods <ul style="list-style-type: none"> - Brief summaries of service areas • Libraries of the Future <ul style="list-style-type: none"> - Presentation - Further timeline to be determined • Voluntary and Community Sector Grants Prospectus <ul style="list-style-type: none"> - Vision and Principles • Tackling ASB in Parks and Green Spaces Progress Report <ul style="list-style-type: none"> - Follow-up to Inquiry Day in Nov 2014 <ul style="list-style-type: none"> • Waste (update suggested by Strategic Director) <p><i>Joint Items with People;</i></p> <ul style="list-style-type: none"> • Draft Housing Strategy - To be hosted by People Commission with Neighbourhoods and Place Members invited to attend* • Employment and Skills Inquiry Day Report - to be hosted by People with Neighbourhoods Members invited to attend 	<p>Meeting date – 13/07/15 Ref – PLE 07/15</p> <ul style="list-style-type: none"> • Introductory Presentation from the Leadership Team • People Scrutiny Commission Annual Business Report • Employment and Skills; <ul style="list-style-type: none"> - Inquiry Day Report - Position Statement <i>Neighbourhoods Scrutiny Commission Cllrs invited to attend as it was a joint Inquiry Day</i> • Re-commissioning of Care Home Services in Bristol • Adult Care Community Support Services Re-Commissioning • <i>Information only report – Performance Monitoring</i>

	OSM	Business Change	Place	Neighbourhoods	People
August				Meeting date – 17/08/15 Ref – NHDS 08/15 <ul style="list-style-type: none"> Libraries of the Future - scrutiny of Cabinet proposals Waste – verbal update from the spokespersons 	
September	Meeting date – 03/09/15 Ref – OSMB 09(a)/15 <ul style="list-style-type: none"> Devolution – need to be clear on Scrutiny's objectives Process for Determining Exempt Reports – to increase transparency regarding the process Fairness Commission – progress update Work Programme 15/16 – standing item Resolution Tracking – standing item Quarterly Performance Report – regular update Differences in Life Expectancy Update 	Meeting date – 21/09/15 Ref – BC 09/15 <ul style="list-style-type: none"> Citizen Service Point - Service Offer Proposals. Financial Report - regular update Performance Report Q1 – regular update Welfare Reform – standing item for any updates as necessary Social Value Policy 	Meeting date – 10/09/15 Ref – PLA 09/15 <ul style="list-style-type: none"> Air Quality – Up-date Local Flood Risk Management Strategy Warm-Up Bristol - Interim report Quarterly Performance Report 	Meeting date – 14/09/15 Ref – NHDS 09/15 <ul style="list-style-type: none"> Waste Performance Information 2014/15 outturn report – regular update Performance Information (Q1) Directorate Risk Register Scrutiny Inquiry Day on Housing – scope proposal Traded Services - Initial positioning report Joint Item with People; Recommissioning of Children's Community Health Services and CAMHS 	Meeting date – 07/09/15 Ref – PLE 09/15 <ul style="list-style-type: none"> Performance Monitoring – formal report Directorate Risk Register Re-commissioning of children's community health services and Child and Adolescent Mental Health Services (CAMHS) – joint with Neighbourhoods due to the joint commissioning with Public Health Annual Safeguarding Children's Report Recommendations of the Adult Safeguarding Board Including Annual Adults Safeguarding Report Kids Company update Integrated Education & Capital Strategy (previously titled School Organisation Strategy) – Place Councillors invited to attend
October	Extraordinary Meeting; Meeting date – 1 st October Ref – OSMB 09(b)/15 <ul style="list-style-type: none"> The Arena – update ELENA Programme – update report (note that the Cabinet agreement that the PWC Due Diligence report be shared with OSM is being 	Meeting date – 19/10/15 Ref – BC 10/15 <ul style="list-style-type: none"> Single Change Programme – regular update Budget Assumptions 	Housing Inquiry Day – 02/10/15 <ul style="list-style-type: none"> Cross Scrutiny Land use Homes Commission Joint Spatial Plan Affordable Housing Changes in Housing Policy 	Meeting date – 16/10/15 Ref – NHDS 10/15 <ul style="list-style-type: none"> Tackling ASB in Parks and Green Spaces - follow up to Inquiry Day in Nov 2014 Housing Management Board Business Plan* Libraries of the Future – progress report 	

	OSM	Business Change	Place	Neighbourhoods	People
	<p>deal with by way of a Member briefing on 10th September)</p> <ul style="list-style-type: none"> Youth Select Committee Work Programme – to identify areas of common interest. <i>Note – will be addressed via the Work Programme discussion.</i> 			<p>Housing Inquiry</p> <ul style="list-style-type: none"> - Cross Scrutiny - Land use - Homes Commission - Joint Spatial Plan - Affordable Housing - Changes in Housing Policy <p><i>PROVISIONAL (Item date & details TBC after discussion between Scrutiny Chairs & OSM)</i></p>	
November		<p>Meeting date – 16/11/15 Ref – BC 11/15</p> <ul style="list-style-type: none"> Welfare Reform - update 	<p>Meeting date – 19/11/15 Ref – PLA 11/15</p> <p>Income Generation and Cost Savings;</p> <ul style="list-style-type: none"> - Place budget - Property investment side - Address scenarios - Statement of Investment - Investment Property Management - Services in Place - Approach to Choices <p>(Invite Business Change Scrutiny)</p>	<p>Meeting date – 23/11/15 Ref – NHDS 11/15</p> <ul style="list-style-type: none"> Food <ul style="list-style-type: none"> - BCCs response to recommendations from other bodies Bristol Waste Company performance report Waste and Streetscene Services Strategy Libraries of the Future – progress report (provisional) Budget Scrutiny (provisional) Joint item with People <ul style="list-style-type: none"> - Health and Social Care Needs of Children and Young People from Public Health perspective - positioning piece 	<p>Meeting date – 02/11/15 Ref – PLE 11/15</p> <ul style="list-style-type: none"> Early Intervention Strategies to Reduce Dependency on Adult Social Care Services - <i>to include information on the Care Act. Note: Could become a Working Group or single issue meeting</i> Emergency Duty Social Worker Team Regulated Services
December		<p>Meeting date – 14/12/15 Ref – BC 12/15</p> <p>First of two meetings;</p> <ul style="list-style-type: none"> Performance Report Q2 – <i>regular update</i> 	<p>Meeting date – 10/12/15 Ref – PLA 12/15</p> <ul style="list-style-type: none"> The Case for Culture – Inquiry Day; <ul style="list-style-type: none"> - Internal – Mayor - External – ACE (ask ACE) 	<p>Meeting date – 07/12/15 Ref – PLE 12/15</p> <ul style="list-style-type: none"> People Directorate – Pre-Budget Setting Scrutiny Corporate Parenting Panel Annual Report to Include 	

	OSM	Business Change	Place	Neighbourhoods	People
		<ul style="list-style-type: none"> Directorate Risk Register – <i>regular update</i> Budget Scrutiny - <i>to include value for money of funding to external organisations</i> Quarter Two Financial Report 15/16 - <i>regular update</i> <p><i>(Provisional) Second of two meetings;</i></p> <ul style="list-style-type: none"> Budget Scrutiny - continued 	<p>about their future)</p> <ul style="list-style-type: none"> Wider Cultural Industry Financing / funding Industry Economic and Social impact Culminating in report to Full Council – investment in the City <p><i>Note: The Business Change and Resources Scrutiny Commission have expressed an interest in the financial returns of cultural investment.</i></p>		<p>Information on Care Leavers NEET</p> <ul style="list-style-type: none"> Integrated Education & Capital Strategy (previously titled School Organisation Strategy) – Place Councillors invited to attend Annual Education Performance – All Key Stages Children’s Services Improvement Plan – in-depth consideration on progress made Adult Care Community Support Services Re-Commissioning Review of short-break services for disabled children Information only report – Performance Monitoring
January		<p>Meeting date – 18/01/16 Ref – BC 01/16</p> <ul style="list-style-type: none"> Review of the Budget Process 	<p>Meeting date – 21/01/16 Ref – PLA 01/16</p> <ul style="list-style-type: none"> Energy; <ul style="list-style-type: none"> - Warm up Bristol - Energy Services - Climate Change and Energy Security Framework - District Heating <p><i>OSM also looking at elements in relation to Energy</i></p> <ul style="list-style-type: none"> Quarterly Performance Report Directorate Risk Register 	<p>Meeting date – 11/01/16 Ref – NHDS 01/16</p> <ul style="list-style-type: none"> Waste Voluntary and Community Sector Grants Prospectus Libraries of the Future – progress report Performance Information (Q2) Neighbourhood Partnerships to include: <ul style="list-style-type: none"> - Charter - Graffiti and Streetscene Issues <p><i>NOTE: Young People wish to be involved in this item</i></p>	
February	<p>Meeting date – 04/02/16 Ref – OSMB 02/16</p> <ul style="list-style-type: none"> European and International Strategy – <i>could include</i> 	<p>Meeting date – 15/02/16 Ref – BC 02/16</p> <ul style="list-style-type: none"> Members’ Workshop – Service Redesign; 	<p>Meeting date – 11/02/16 Ref – PLA 02/16</p> <p>Transport Themed Meeting; Focusing on:</p>	<p>Meeting date – 22/02/16 Ref – NHDS 02/16</p> <ul style="list-style-type: none"> Trees Waste 	<p>Meeting date – 18/02/16 Ref – PLE 02/16</p> <ul style="list-style-type: none"> Performance Monitoring – formal report

	OSM	Business Change	Place	Neighbourhoods	People
	<p><i>information on the European Referendum. Could possibly be progressed by a Member briefing.</i></p> <ul style="list-style-type: none"> • Scrutiny in a Partnership Context – LEP, West of England etc • Constitutional Review • Equalities Action Plan – could be referred to Full Council for a wider discussion • Quarterly Performance Report – regular update • Work Programme 15/16 – standing item • Resolution Tracking – standing item 	<ul style="list-style-type: none"> - Making Bristol City Council more sustainable for the future - Managing demand - Citizens' Service Centre Update <p><i>Note - this item was postponed from 14/15. Further discussion will take place to agree whether a workshop is still the most appropriate method of Scrutiny</i></p>	<ul style="list-style-type: none"> • Transport Poverty (including health issues) <ul style="list-style-type: none"> - provision/access for older and disabled people - Social exclusion - Access /Buses use of raised kerbs / docking at stops - Types of buses and fuel-hybrid / diesel - The social / financial cost of travelling & transport • The Future of Transport (in Bristol) 	<ul style="list-style-type: none"> • Libraries of the Future – progress report 	<ul style="list-style-type: none"> • Update Report on Emergency Accommodation for People made Homeless • A report on the Empty Homes and Landlord Registration Scheme and what the Council are Doing to Change and Adapt it (<i>joint with Neighbourhoods*</i>) • Health and Wellbeing Board Work Programme (<i>joint item with Neighbourhoods</i>), to include; <ul style="list-style-type: none"> - Information on Better Care Bristol - Intergenerational Work to Reduce Social Isolation in the Elderly - Bristol Aging Better (BAB)

	OSM	Business Change	Place	Neighbourhoods	People
March / April	<p>Meeting date – 07/04/15 Ref – OSMB 04/16</p> <ul style="list-style-type: none"> Green Capital – Review and Legacy – <i>possible piece of in-depth Scrutiny eg Inquiry Day</i> <p>NOTE: Young People wish to be involved in this item</p> <ul style="list-style-type: none"> Green Capital – Evaluation of Funded Projects Green Capital – Update on Strategic Grants Quarterly Performance Report – <i>regular update</i> Work Programme 15/16 – <i>standing item</i> Resolution Tracking – <i>standing item</i> 	<p>Meeting date – 14/03/15 Ref – BC 03/15</p> <ul style="list-style-type: none"> Quarter Three Financial Monitor Report – <i>regular update</i> Single Change Programme – <i>regular update</i> Performance Report Q3 – <i>regular update</i> Welfare Reform – standing item for any updates as necessary 	<p>Meeting date – 17/03/16 Ref – PLA 03/16</p> <ul style="list-style-type: none"> Economic Development <ul style="list-style-type: none"> Scrutinise priorities Is budget well spent? High level overview Include Temple Meads <p><i>What is the approach to Economic Development and is it effective?</i></p> <ul style="list-style-type: none"> Quarterly Performance Report 	<p>Meeting date – 21/03/16 Ref – NHDS 03/16</p> <ul style="list-style-type: none"> New Active Sports Partnership <ul style="list-style-type: none"> tracking progress Waste Libraries of the Future – progress report Performance information (Q3) Directorate Risk Register (Q2) <p><i>Joint Item with People, hosted by Neighbourhoods:</i></p> <ul style="list-style-type: none"> Annual Report from Director of Public Health <p><i>Joint item with People:</i></p> <ul style="list-style-type: none"> Health and Wellbeing Board Work Programme to include info on: <ul style="list-style-type: none"> Better Care Bristol Intergenerational work to reduce social isolation in the elderly <ul style="list-style-type: none"> Bristol Aging Better 	
Potential Items To be scheduled					
	<ul style="list-style-type: none"> The Arena – <i>further updates TBC</i> The Energy Company – <i>further updates TBC</i> Community Involvement (in Scrutiny) Avon Pension Fund – query regarding proportional representation. <i>Note - this is also being pursued by Business Change as an action from a previous meeting.</i> Impact of the Government's 	<ul style="list-style-type: none"> Category Management Income Municipal Bonds, including the Great Western Regional Capital Community Interest Company – <i>could be suited to a Member briefing</i> Potential Benefits of Early Intervention – <i>People planning to lead on this workstream</i> Economic Benefits of 	<ul style="list-style-type: none"> Housing TBC (provisionally in October & April)* 	<ul style="list-style-type: none"> Housing* <ul style="list-style-type: none"> Major cross-cutting piece of work between Neighbourhoods, Place and People, to include affordable housing and Homes Commission. Scope and date to be confirmed by Chairs and OSM. Waste - to be multiple pieces of work – timeline to be discussed further at July planning meeting 	<p>Date – tbc Ref – PLE MH</p> <ul style="list-style-type: none"> New Mental Health Services Working Group to include Pathway of Care <p>Date – tbc Ref – PLE EY</p> <ul style="list-style-type: none"> Early Years Provision – possible Working Group Urgent Care Services

	OSM	Business Change	Place	Neighbourhoods	People
	July 15 Budget/Autumn Statement	Cultural Investment – <i>should link with the Place planned Inquiry Day</i> <ul style="list-style-type: none"> Income Generation Inquiry Day 		<ul style="list-style-type: none"> Bristol Waste Company quarterly performance reports Alcohol Public Toilet Strategy update Community Safety/Safer Bristol 	

** OSM agreed at the meeting on 26th June that the arrangements relating to scrutiny of housing needed further consideration. Housing was split over several commissions and it might be better if all related matters be picked up via a Working Group or Select Committee with possible Inquiry Day. The relevant Commission Chairs would meet to agree the approach in early July 2016 with feedback reported to OSM as soon as possible.*

