



**St George Neighbourhood Partnership  
Wednesday 30<sup>th</sup> September 2015**

**Report of:** Subgroup Champions, Neighbourhood Partnership Co-ordinator, Housing Policy Team, Corporate Communications.

**Title: NP Activities- Business Report**

**Recommendation:**

- 1- **Briefing on Expansion of Discretionary Licencing Consultation**
- 2- **Operation Subgroup:** NP to note progress and agree recommendation from subgroup.
- 3- **Environment:** NC to approve proposals to allocate Section 106 Money & NP to decide Tree Bristol Proposals.
- 4- **Discover East Bristol:** NP to note progress of the Green Capital funded project.
- 5- **Traffic and Transport:** NP to note progress.
- 6- **Wellbeing:** NC is asked to consider the Wellbeing subgroup recommendation.
- 7- **Wellbeing Process Questionnaire:** The Neighbourhood Partnership is asked to consider and comment on feedback received.
- 8- **NP Code of Conduct:** NP to note number of complaints received.
- 9- **Bristol Arena:** NP to note consultation for the Bristol Arena development.

## **Part 1: Briefing on Expansion of Discretionary Licensing for Neighbourhood Partnership meeting**

- 1- Bristol City Council already does many things to help deal with poor conditions in the private rented sector. It is already within our powers to respond to complaints about property conditions and take enforcement action where applicable. For large Houses in Multiple Occupation (HMO) mandatory licensing ensures that landlords /agents managing 3 storey properties occupied by 5 or more people must apply for a licence and comply with licensing conditions relating to both property condition and management. A fee is charged by the local authority to cover administration costs for this.
- 2- However, the majority of smaller privately rented properties do not fall into this category and many are in poor condition. This rental sector is growing rapidly and many of the new landlords are not aware of, or deliberately ignore the minimum housing standards that their properties should meet under the Housing Act 2004. Their tenants are often also unaware of their rights to living in decent housing conditions and often believe they cannot do anything about it or are too afraid to report these problems for fear of repercussions from the landlord. Discretionary Licensing would give us additional powers to tackle these problems proactively on an area based approach. This will allow us to, inspect all privately rented properties and ensure they meet licensing conditions and therefore improve the living conditions for many private tenants. A fee is charged to landlords to cover the cost of administering such a scheme.
- 3- We are currently consulting on expanding Discretionary Licensing to the wards of Eastville and St George West. Consultation closes on 3rd November 2015. Verbal update available at the meeting. For more information go to [www.bristol.gov.uk/discretionarylicensing](http://www.bristol.gov.uk/discretionarylicensing) and complete our online survey at [www.surveymonkey.com/consultationdl](http://www.surveymonkey.com/consultationdl)  
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## **Part 2: Operation subgroup**

- 4- The Operation subgroup met on Thursday 30<sup>th</sup> July 2015. The group received Community Development's response to the NP request, regarding NP Plan priorities.
- 5- Denis Wise who is now part of the Community Development Team and used to be the Neighbourhood Development Officer for the St George and Greater Fishponds NPs had been appointed to cover East and Central area of the city. This is 10 wards area stretching from Cabot, Clifton and Clifton East, to Greater Fishponds and St George NP areas.

- 6- In addition to the Neighbourhood Partnership requests, the Community Development Team is focussing on Equalities & Community Cohesion, Active Citizen and Neighbourhoods.
- 7- Due to limited resources they confirmed that they will not be able to progress all of the NP Plan priorities. However they have agreed to take on Families & Young People P1, Community Buildings and Facilities P1, Community Development and Cohesion P1 Celebrating Diversity and P2. Where relevant regular updates will be provided to Neighbourhood Partnership meetings. See agenda item 7 for an update.
- 8- Following brief discussion, the group recommends changing the way proposed activity for P1 – Celebrating Diversity, under the Community Development and Cohesion theme is written in the NP Plan from **“Work with all minority communities in St George to participate the organising or participating community events and existing community groups<sup>1</sup>”** to **“Actively work with diverse communities in St George to take part in community events and existing group activities”**.
- 9- The new code of conduct and complaints process was discussed. The group would like to see citywide approach rather than each NP developing its own additions and better clarification in how NPs can decide removing people who breach the code of conduct from the NP membership.
- 10- The group also discussed the AGM election arrangements and considered new proposal. As part of this review the group requested forms to be developed for resident reps and community/voluntary groups. Full proposals will be brought back at the December 2015 meeting for NP approval.
- 11- Finally the group considered the Action Tracker and were informed that there is no central guidance available for the role of the Equalities Champion. NPs are expected to have conversations about this and determine locally the details of the role including numbers, remit, etc. The group felt it is better to consider it after when everyone completes their Equalities Training.

### **Part 3: Environment**

<sup>1</sup> This is shown in page 11 of the NP Plan.

- 12- Notes of the Environment Sub-Group meeting held on Thursday 3rd September 2015 are on the website at [www.stgeorgenp.org.uk/subgroups/environment](http://www.stgeorgenp.org.uk/subgroups/environment).
- 13- The meeting discussed a range of issues including parks maintenance; tree planting; conflicts between cyclists and pedestrians and allocation of S106 and Clean & Green Funds.
- 14- The appointment of a fundraising consultant to work with Meadow Vale CA and Friends of Dundry Park and the membership of the steering group to oversee the project was confirmed. Vivien Brinsdon will start in this role on 5th October 2015 (the earliest she was available).
- 15- The group considered requests received for Clean & Green Budget and approved £525 for proposed planting scheme at Burchells Green Close. See agenda item 7 for full break down of Clean and Green expenditure to date.
- 16- Similarly they also considered proposal from Tree Bristol to plant up to 40 trees in the St George Park. The Planting Plan is currently being consulted with the Friends of St George Park. Subgroup members acknowledge that S106 funds alone will not pay for the number of trees needed to complete the Planting. Tree Bristol is expected to seek funding for the rest. See appendix A for full detail cost of the project.
- 17- Subsequently the Neighbourhood Partnership received a letter from Bristol TreeForum providing an update of a citywide Street Tree Planting scheme they have been working on. The letter requires decision from the NP. For more information see appendix B.
- 18- Finally they considered a revised quote from Landscape to remove previously considered rubber play surface from Gladstone. The group acknowledged that the Parks Department agreed to contribute 50% of cost. The Neighbourhood Partnership is asked to contribute £3,336.95. See appendix C for full quote.
- 19- Following subgroup recommendation for both requests shown above, the Neighbourhood Committee is hereby asked to approve the release of the amounts shown below from the devolved Section 106.

<b><u>2015/16 Section 106 Parks Amount available</u></b>			<b><u>£22,244.84</u></b>
<b>NP Plan Priority</b>	<b>Activity/Description of works</b>	<b>Amount £</b>	<b>Running</b>

Ref: Environment			Balance £
<b>P1 Activity 7</b>	Remove rubber surface and tarmac from Gladstone Street green space where redundant children swing was removed from and to reinstate with soil and plant grass seed. This would enable the school and local residents utilise the green space. Total cost is £6,673.90. However the Parks Department agreed to pay 50% of total cost. See appendix C	£3,336.95	£18,907.89
<b>Remaining Parks Section 106</b>			<b>£18,907.89</b>
<b>2015/16 Section 106 Parks (Specified for tree planting)</b>			<b>£6,745.27</b>
NP Plan Priority Ref: Environment	Activity/Description of works	Amount £	Running Balance £
<b>P5 Activity 3</b>	Tree Planting: Deliver Tree Planting scheme for St George Park. The total cost for this project exceeds £10,030, however Tree Bristol agreed to fundraise for the rest.	£6,745.27	0.00
<b>Remaining Parks Section 106 Specific</b>			<b>£0.00</b>

20- Any final decisions on the use of any of the proposed aforementioned expenditure will be made by the Neighbourhood Committee.

**Equalities Impact Assessment:**

21- **Gladstone site:** The aim of the scheme is to improve the site so that children from the new Redfield Educate Together Primary school and local residents have access to a green space nearby. The new school does not have access to growing area and so this scheme presents an opportunity for the school to use this space to enhance the children's educational experience. With 20.5%, the St George West ward has higher population of children of the age of 0-15 years than the citywide average of 18.7%. In addition 4 LSOAs (Lower Super Output Areas) in St George West, namely St George Park, Burchells Green, St George West and Whiteway (locally known as Speedwell) are in the most deprived 10% in England for Living and Environment Deprivation.

22- **Tree Planting:** St George Park is one of the most popular parks in the neighbourhood partnership area. It is well used by diverse community members.

- 23- These schemes are not envisaged to have any negative impact on any of the protected characteristics under the Equalities Act.

#### **Part 4: Discover East Bristol:**

- 24- Discover East Bristol is the new name given to former Bristol East Green Map Project. It is a joint project funded between Greater Fishponds and the St George NPs. Both contributed their Green Capital underspend £12,958.50 and £10,838.50 respectively. Bristol 2015 Neighbourhood Arts Programme for St George also contributed additional £10,000.
- 25- The focus of the project is to develop map and access improvements to green spaces in East Bristol. For more information about access improvements see agenda 7, part 1 Environment.
- 26- The mapping element of the project is on track. There are eight-strong team who have been busy meeting with the community and researching the East Bristol area, resulting in a wealth of information about its publicly accessible green spaces and an accurate map framework of the area.
- 27- The team are now busy working on a beautiful, illustrated outdoor guide for East Bristol, which will be produced as a fold-out printed map. The map will also be available on an interactive website. Additional features, such as family activity sheets and a print-friendly map will also be available online. Visit [www.discovereastbristol.co.uk](http://www.discovereastbristol.co.uk) for a first glimpse of the project and for the chance to sign up to receive information about the initial launch in November 2015.
- 28- The artist working on this project will be attending the Get Together Event organised for Tuesday 8<sup>th</sup> December to officially launch the project.

#### **Part 5: Traffic & Transport:**

- 29- Tesco management and Traffic and Transport subgroup members met on site on Tuesday 18<sup>th</sup> August. The focus of this meeting was to share concerns of local resident with the Tesco Management team and brainstorm practical steps, which can be taken to improve the situation for residents.

30- Tesco's store manager agreed to work with the subgroup, however at the moment is unable to do anything about what residents were proposing due to the one-way order in place for Lyppiatt Rd. He also explained to the group the volume of stock his store receives on a daily basis and how they manage deliveries.

31- The Traffic and Transport subgroup met on Tuesday 1<sup>st</sup> September 2015.

32- NPC explained to the group any Section 106 underspend from Crews Hole Rd improvements will be used to improve Beaufort Rd. If the group wanted to fund improvements to the section of the River Avon Trail that runs through Crews Hole Rd, then it will need to be funded from the Neighbourhood Budget. In principle the group supported the proposal to improve this section, however requested more information from the officer what the funds will be used for.

**Part 6: Wellbeing Grant:**

33- The Wellbeing subgroup met on Monday 17<sup>th</sup> of August 2015. The group assessed the only Wellbeing application received since June 2015. The group's recommendation is summarised in the table shown below "Funding Appraisal Top Sheet".

34- At present the total amount of Wellbeing grant available for the remainder of 2015/16 financial year is £9,804.92, if the NC approves this application the Neighbourhood Partnership will have £6,574.92 remaining. However if the NC approves the subgroup's recommendation, there will be £9,804.92 of Wellbeing Grant remaining for the rest of this financial year.

<b>St George NP Wellbeing Sub-group: Funding appraisal Top sheet 17/08/15</b>					
<b>Name of organisation</b>	<b>Declarations of interest</b>	<b>What's the funding for? Brief summary of project</b>	<b>Amount requested</b>	<b>Amount recommended</b>	<b>Conditions</b>
Winding Snake Productions	N/A	For professional artists to paint a mural on the wall of 69 Plummers Hill facing Hudds Vale Open Space involving 3 pupils from Brunel Academy in the design work.	£3,230	£0.00	If the Councillors decide to approve this application then a condition is recommended that any design will aim to be inoffensive to all equalities groups listed on the funding application form.

- 35- Wellbeing sub-group members agreed to encourage the applicant to re-apply with a project taking place on a site with greater need, for example where an earlier artwork has become damaged. For an application to be recommended for funding there must be greater evidence of:
- Community support - grants can be applied for to pay for community consultation costs such as paper, printing, reply paid envelopes
  - A greater level of community involvement with clear evidence that participants doing the work and benefiting from it come from the St George Neighbourhood Partnership area.
  - Meeting the Neighbourhood Partnership plan

36- The following table sets out the principal benefits to Equalities groups and groups with protected characteristics as described in Section D of the application form.

PROJECT	CONTRIBUTION TO EQUALITIES
Winding Snake Productions	The application described the project as benefiting young people via the work with 3 pupils of the Brunel Academy and that the design would avoid any iconography that may be offensive to people with religion or belief.

37- As part of the Wellbeing Subgroup members Judith Price, Philip Bird, Peter Franklin and Susan Acton Campbell assessed the Wellbeing Grant application.

### **Part 7: Wellbeing Process Feedback**

- 38- As previously reported feedback on the Wellbeing Grant process was sought between the periods of 24<sup>th</sup> July 2015 to 7<sup>th</sup> August 2015.
- 39- The questionnaires were designed in such a way to evaluate the whole Wellbeing application process, from the start to when projects end.
- 40- Applicants were given multiple choice questions and were asked to select the most appropriate answer, e.g. Yes or No, Very Easy, Easy, Medium, Hard or Very Hard.



- 41- Where appropriate additional or follow up questionnaire was provided for example “if you found ..... hard or very hard ... suggest how we can improve”
- 42- Broadly speaking this was done in four main stages, namely stage 1: pre-application stage (application & guidance papers, etc), Stage 2: Application stage (how easy or hard they found completing the form, Panel assessment meetings, NP meetings) Stage 4: Post decision stage (which includes how quickly they received information and funding from the council) and Stage 5: Post project (which includes the monitoring and evaluating of projects). In addition to this applicants were asked to provide an overall rating and any other information they felt appropriate.
- 43- In total 22 previous applicants were invited to complete an online questionnaire. 21 out of the 22 applicants were groups who successfully received funding within the last two financial years and were randomly selected. One of the applicants was an applicant who received large funding from the NP during 2011/12.
- 44- Out of the 22 applicants, 8 participated in completing the online questionnaire, which is equivalent to 36%. All those who responded received funding from the NP within the last two years.
- 45- The majority of applicants have heard about the Wellbeing grant from the Neighbourhood Forums or NP website, although word of mouth and local papers were also significant contributors.
- 46- Most applicants found the application form and guidance notes “very easy” or “easy” to follow and understand.
- 47- Most applicants found completing the application form “easy” or “medium”. Only one applicant found it “very hard” .
- 48- All those who were invited and attended the panel assessment meeting found it “good” or “very good”.
- 49- One applicant commented that they found the emailed panel questions off putting and had therefore refused the invitation to attend the panel meeting. The same applicant assigned a rating of “bad” to the question “If you attended a panel assessment meeting how would you rate your experience?”

- 50- When asked about their experience about the NP meeting three applicants said “medium”, two said “good”, two said “very good” and one said “very bad”.
- 51- The majority of respondents received their funding agreement and offer letter within 2 weeks or less.
- 52- The majority of respondents said they found completing the monitoring form “easy” or “medium”. One applicant said “very easy” and another said “hard”. The respondent saying it was hard said the form itself was not hard but producing, photocopying and labelling every receipt was hard work.
- 53- Overall three applicants rated the Wellbeing Process “very good”, two said “good”, two said “medium” and one said “very bad”.
- 54- The findings will be shared with the Neighbourhood Partnership team in order to consider suggestions to improve centralised support. They will also be shared with the Operation subgroup members and Wellbeing panel.
- 55- The NP is asked for comments.

## **Part 8: Citywide Code of Conduct**

- 56- The new NP Code of Conduct requires reporting any complaints against the breach of the NP Code of Conduct to the NP. No complaints were received to this effect.
- 57- However three complaints were recently received. One had been resolved and the other two are currently being investigated by BCC Legal Services and the Neighbourhood Partnership Management.
- 58- NP members are reminded to follow the Code of Conduct process in particular when making formal complaints.
- 59- Complaints against council officers, councillors and council services please report via the Fair Comment website <http://www.bristol.gov.uk/page/council-and-democracy/complaints-and-feedback>.

## Part 9: Bristol Arena Consultation

- 60- A four week programme of public consultation on plans for the new Bristol Arena will run from 16 September to 13 October.
- 61- The Bristol Arena will be a 12,000 capacity venue hosting over 100 events a year. These events will be a mixture of music, comedy, family entertainment and sports and the proposed arena can seamlessly convert into a smaller, more intimate 5000 seat venue. The Arena development includes proposals for improved transport links into the area, including new pedestrian and cycle routes. The area surrounding the Arena will be transformed over time into a vibrant, mixed use space that encourages daytime and evening use.
- 62- The development proposals will be the subject of two separate planning applications - a full planning application for the Arena and an outline application for mixed-use development on the remainder of the Arena Island site. In advance of these planning applications the Council would like to share the emerging proposals and invite feedback from key stakeholders, groups and organisations with an interest, as well as the local community and the wider public, to help inform the final plans.
- 63- The public consultation will be focussed around an exhibition of the proposals and at [www.bristoltemplequarter.com/arenaconsultation](http://www.bristoltemplequarter.com/arenaconsultation) where people can see the plans and comment online. A printed copy of the consultation material will also be available in local libraries.
- 64- The main exhibition will be at the Customer Service Point, 100 Temple Street, on weekdays from Thursday 17 September until Tuesday 13 October, with staffed early evening public drop-in sessions on 23 September and 1 October from 6pm – 7.30pm. The same exhibition will also be on display in the Galleries on Saturday 26 September and as a stand-alone exhibition in the main foyer of the Central Library from 28 September until 13 October.
- 65- If you would like a representative to attend a neighbourhood meeting or forum during the consultation period please contact [jon.toy@bristol.gov.uk](mailto:jon.toy@bristol.gov.uk).
- 66- For any further comments/queries please email Avril Baker, Consultation co-ordinator on behalf of the project team on [info@abc-pr.co.uk](mailto:info@abc-pr.co.uk).

**Tree Plan Planting at St Georges Park**

Planting season	2015/16 – 1 <sup>st</sup> December 2015
Total number of trees	34 + forest school whips

**Cost of tree planting for 22 standard trees: £6490 @£295 per tree.**

- Prepare ground
- Plant 22 standard trees
- Add Double stake, double cage and strimmer guards to all trees
- Mulch new trees
- Remove soil spoil
- Water for 2 years (20 x in first year and 10 x in second year)

Remainder open to funding in-kind via TreeBristol sponsorship or planted as whips with double stakes and guards.

Helen Humphries

TreeBristol Officer

[Helen.humphries@bristol.gov.uk](mailto:Helen.humphries@bristol.gov.uk)

Dear St George Neighbourhood Partnership  
From: Bristol TreeForum

### Street Tree Planting


Since you prioritised trees some amazing things have happened in your Partnership!

1. Bristol University has agreed to sponsor some tree planting in neighbourhood partnerships that have prioritised trees, which includes yours. Students from Bristol University have surveyed the stumps and tarmac covered tree pits in your Neighbourhood. These sites have been reviewed by the Council (TreeBristol) and they will bring a paper to your next Partnership meeting requesting that you approve planting of trees in the locations described in the paper. The costs of the planting will be fully covered by the University of Bristol.
2. Highways Department have started local traffic schemes again (which is good news in itself) and we have requested they automatically plan new trees into such schemes, build outs for example, unless services or sight lines mean it is not possible. The cost of a tree pit when work is being done is usually small, even minimal, compared to the cost of the scheme itself. You will still need to fund the tree; that can come from S106, CIL, your own NP funds or you can apply to Bristol University for help in 2016. (In the longer term we hope there will be other donors too). At this stage all we ask please is that you write to Highways and ask them to put in tree pits in new schemes wherever possible.

So replacement trees and now new trees in new locations; as we expect this process to continue over the coming years we need to build a community in each Neighbourhood Partnership that supports tree planting. The TreeForum will ask Neighbourhoods Dept. to see if they will contact those on their mailing list to find out if others are interested to help continue this process. And maybe you have someone who would like to be the lead (or joint lead) contact, currently we don't have anyone specifically designated as Tree Champion for your area.

The Bristol TreeForum would like to thank you for prioritising trees, thank Bristol University, and thank the Council's Highways and Tree Bristol Departments for coming together and using this Green Capital Year to start off a process that will help your Neighbourhood, and Bristol, to become an ever better place to live and work in.

Yours faithfully,

<b>LT</b>	<b>Bristol City Council Landscapes Team</b>  Environment & Leisure Bower Ashton Depot Kennel Lodge Road Bower Ashton, Bristol BS3 2JT	T: (0117) 352 1923 E: <a href="mailto:landscapes@bristol.gov.uk">landscapes@bristol.gov.uk</a>	
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## QUOTATION

<b>Customer details:</b>	Abdulrazak Dahir Richard Fletcher
<b>Our Ref:</b>	LSCQ1505011
<b>Date:</b>	27 <sup>th</sup> August 2015

Thank you for giving us the opportunity to provide you with a quotation.

**SITE / ADDRESS: Gladstone Street, St George**

**TO: Supply all necessary labour, materials, transport and equipment to:**

- **Remove old rubber play surface from park**
- **Remove concrete footings left from old play equipment**
- **Remove degraded tarmac**
- **Spread 60t of screened topsoil, prepare and seed**

**All waste material will be disposed of at an approved license waste facility.**

**For the sum of £6,673.90 plus VAT where applicable at the prevailing rate.**

### Conditions of Quotation

1. This price is valid for a period of 30 working days from the date above; the quotation will be kept live for a period of no longer than 6 months from date of issue.
2. Please be advised that any specific materials will need to be ordered in from the manufacturer and may incur a lead in time of several weeks.

Should you wish to proceed with these works, please complete the attached Works Request Form and send to [landscapes@bristol.gov.uk](mailto:landscapes@bristol.gov.uk).

In the meantime, if you require further information, please do not hesitate to contact us.

**Jon Kitching  
Landscape Co-ordinator**