



Horfield and Lockleaze Neighbourhood Partnership Agenda

Date: Monday, 20 June 2016
Time: 7.00 pm - 9.00 pm
Place: Upper Horfield Community Trust Community Centre,
Eden Grove, Bristol, BS7 0PQ

1. Welcome, introductions and safety information (Pages 5 - 6) 7.00 pm

2. Apologies for absence

3. Declarations of Interest

To note any declarations of interest from councillors. They are asked to indicate the relevant agenda item, the nature of the interest and in particular whether it is a **disclosable pecuniary interest**.

Any declaration of interest made at the meeting which is not on the register of interests should be notified to the Monitoring Officer for inclusion.

4. Minutes of previous meetings (Pages 7 - 19)

To agree the minutes of the meetings held on 3 March 2016 and 12 April 2016 as a correct record.

5. Matters arising (for information) including review of NP action sheet (Pages 20 - 25)

To note any matters arising from the previous minutes (for information) and to review the NP action sheet.

6. Public forum

Up to 30 minutes is allowed for this item.

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. Public forum items should be emailed to democratic.services@bristol.gov.uk - please note that the following deadlines will apply in relation to this meeting:-

Questions - written questions must be received at least 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 5.00 pm on Tuesday 14 June 2016.

Petitions and written statements - petitions and written 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 Friday 17 June 2016.

7. Equalities monitoring 7.20 pm

Update to be presented by Caroline Hollies.

8. AGM report (Pages 26 - 33) 7.25 pm

To confirm and note the arrangements for the neighbourhood partnership for 2016/17 (to be presented by Caroline Hollies and Ian Hird).

9. Neighbourhood partnership plan refresh (Pages 34 - 47) 7.45 pm

To adopt the neighbourhood partnership plan for 2016-18, and to consider the allocation of funding to support Emerson Square park group (to be presented by Caroline Hollies).

10. Business report (Pages 48 - 52) 8.10 pm

1. Environment – to note progress and approve a £2000 allocation for Clean and Green.
2. Traffic and transport – to note progress.
3. Grants – to consider the recommendations of the Wellbeing Panel.
4. Neighbourhood budget – to note the budget to date.
5. Horfield and Lockleaze forums – to note items of discussion at the forums.
6. Stoke Park delivery group – to approve a £2000 allocation for summer events and approve the successful tender.
7. Citywide neighbourhood partnership event – members to attend and participate.

(To be presented by Caroline Hollies)

11. Old Library children's playground s106 bid (Pages 53 - 69) 8.30 pm

To consider a request for the use of devolved s106 monies (to be presented by South Lockleaze and Purdown neighbourhood group).

12. Progress report - for information (Pages 70 - 75)

8.45 pm

To receive an update on partnership projects and activities (to be presented by Caroline Hollies).

13. Any other business

Date of Next Meeting: 7.00 pm, Wednesday, 5 October 2016, The Hub, Gainsborough Square, BS7 9FB

Contact – The local Neighbourhood Partnership (NP) Coordinator is:

Caroline Hollies

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e-mail : caroline.hollies@bristol.gov.uk

The Democratic Services Officer for the meeting is:

Ian Hird

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What is a Neighbourhood Partnership?

Neighbourhood Partnerships are the route to influence and improve services in the neighbourhood for residents, community organisations, service partners, and where local councillors make decisions about Bristol City Council business

How do I get involved?

Anyone who lives or works in the area can get involved in this Neighbourhood Partnership by:

- **Attending this meeting and commenting on any item of business on the agenda.** Everyone is welcome to attend this meeting and contribute.
- **Submit a Public Forum statement** to the clerk to the meeting (contact details above) **no later than noon on the working day before the meeting.** The statement will, where possible, be sent directly to members of the Partnership, and be printed and circulated at the meeting.

The Openness of Local Government Bodies Regulations 2014

Any person attending a meeting must, so far as is practicable, be afforded reasonable facilities for reporting. This includes filming, photographing or making an audio recording of the proceedings.

Members of the public should therefore be aware that they may be filmed by others attending the meeting and that this is not within the authority's control. Oral commentary is not permitted during the meeting as this would be disruptive.

Neighbourhood Partnerships

All members of the Neighbourhood Partnership (NP) must abide by the following fundamental values, that underpin all the activity of the NP:

Accountability – Every decision and action undertaken by the NP will be able to stand the test of scrutiny by residents, Bristol City Council (BCC) (councillors and officers), service providers, the media, and any other interested party.

Integrity and honesty – All members of the NP are expected to undertake all duties (within the NP and externally) with integrity and honesty, and to always act within the law.

Transparency – The NP will maintain a practice of openness and will ensure that as much as possible of its work is available to public scrutiny.

Equality - All members of the NP agree to eliminate discrimination, harassment, victimisation, and advance equality of opportunity between people from different groups and foster good relations between people from different groups in the NP

Councillors Code of Conduct for Members.

This is currently set out in item 6 of the Neighbourhood Committee Terms of Reference:

6.1 Neighbourhood Partnership Councillors shall comply with the Bristol City Council Elected Members' Code of Conduct and any other code of conduct of councilors which may be adopted by the council (eg. Officer member protocol).

Anyone attending NP-related meetings and events should – :

- Be courteous to all others during the meeting and allow each other the opportunity to speak
- Speak through the Chair and respect their role as meeting leader
- Keep to the subject being discussed
- Follow the guidance of the Chair in the conduct of the meeting

Personal attacks, harassment, bullying, offensive and abusive comments are not acceptable. Substantial breach of any of these points will result in the offender being asked to leave the meeting by the Chair or NPC.

The Neighbourhood Committee made up of the ward elected members make decisions on the funding and spend within each Neighbourhood Partnership, they can consider recommendations from the floor, sub groups and partners but they alone make the final decision

Public Sector Equality Duty

Before making any decision, section 149 Equality Act 2010 requires the Neighbourhood Partnership to consider the need to promote equality for persons with the following “relevant protected characteristics”: **age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation.**

The Neighbourhood Partnership must, therefore, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation
- Advance equality of opportunity between different groups who share a relevant protected characteristic and those who do not share it.
- Foster good relations between different groups who share a relevant protected characteristic and those who do not share it.

The duty to have due regard to the need to eliminate discrimination in the area of employment, also covers marriage and civil partnership



Minutes of the meeting of Horfield and Lockleaze Neighbourhood Partnership

Thursday 3 March 2016 at 6.00pm

Filton Avenue Infant and Junior School, Lockleaze Road, Bristol, BS7 9RP

Present:

(A) De-notes absence (P) De-notes present

Ward Councillors

Horfield – Claire Hiscott (P) and Olly Mead (P)

Lockleaze – Gill Kirk (P) and Estella Tincknell (P)

Partners

Representatives of people who live and work in the Neighbourhoods of Horfield and Lockleaze

Fiona Deas (P) – Horfield Resident

Martyn Chinn (P) – Lockleaze Resident

Steve Barratt (P) – Horfield Resident

Anna George (P) – Horfield Resident & Chair Environment Group

Robert Hall (P) – Henleaze Resident (Horfield Ward)

Frances Robertson (P) – Horfield Resident and Chair Traffic and Transport Group

Officers:-

Caroline Hollies - Neighbourhood Co-ordinator

Ruth Quantock - Democratic Services Officer

Other interested parties

Neighbourhood Policing Inspector Paul Bolton-Jones Avon & Somerset Police

Nicola Hazell, Groundwork South

Selina O'Sullivan, Groundwork South

Janie Adams, North Bristol Advice Centre

Rachel Varley, Connect Lockleaze

David and Angela Thomas, Lockleaze residents
Emily Shimell, South Lockleaze & Purdown Neighbourhood Group
David Walwin, South Lockleaze & Purdown Neighbourhood Group
Wendy Baverstock – Henbury and Brentry NP and local resident
Jayne Whittlestone – United Communities
Teresa Stratford – Labour Party candidate

1. Welcome and Introductions

The NP Co-ordinator welcomed everyone to the meeting. It was agreed that Cllr Estella Tincknell would be Chair of the NP for this meeting and during the course of the meeting Cllr Claire Hiscott was elected Chair of the Neighbourhood Committee.

2. Apologies for absence

Apologies had been received from Alex Wood.

3. Minutes of the meeting held on 3 December 2015 and 27 January 2016

The meeting agreed to cross reference the minutes the minutes of the meeting on 3rd December to the minutes of the meeting on 27 January 2016. **Action Ruth Quantock**

Subject to the above amendment to the minutes of the meeting held on 3 December, both sets of minutes were confirmed as a correct record and signed by the Chair

3a. Ongoing Action Sheet

The ongoing action sheet had been circulated at the start of the meeting. An update was provided by the NP Co-ordinator and other NP members. It was agreed that the actions marked 'complete' were indeed complete and could therefore be dropped from the ongoing action sheet before the next meeting. **Action Ruth Quantock**

4. Declarations of Interest

None declared during the meeting.

5. Proposed Community Asset Transfer – Eastville Library Building

David Walwin and Emily Shimell representing South Lockleaze & Purdown Neighbourhood Group (SLAP) gave a presentation to the NP on their Business Plan for Eastville Library which had recently been submitted to John Bos, BCC Community Assets Manager for consideration under the Community Asset Transfer process.

The following key issues were noted:-

- Eastville Library will be closed on 31st March 2016. SLAP have applied under the CAT process to take over the lease of the building on 01 April 2016.
- The Lease will be subject to a Service Level Agreement (SLA) which will set out a range of services that SLAP will need to deliver each year from the property. The rent will be reduced to a peppercorn for as long as the SLA is complied with.
- SLAP will be responsible for the upkeep of the property and for all outgoings associated with managing and operating it, including all repairs, maintenance and insurance.
- The NP was invited to make any comments on the proposal. A report will then be prepared for consideration by the Service Director Property who will make a final decision on the proposed CAT as soon as possible.

The following comments were made by the NP:-

- The group were congratulated on the production of such a detailed and robust business plan.
- It was very heartening to see that the project had gained such enthusiastic support and ownership from the local community. A word of caution was noted regarding the longevity of support over the 10 year lease and what provision had been made for longer term funding and support. In response SLAP confirmed that whilst they had some initial thoughts about future self-funding, until the lease had been approved they had not gone into any further detail at this stage.
- Westbury-on-Trym Village Hall is managed by a Committee of local volunteers with help from fundraising events and revenue from the

many users of the Hall and private bookings. They would be a good point of contact for SLAP. There may also be opportunities for sharing booking arrangements with other community organisations eg Lockleaze Neighbourhood Trust etc.

- It was important not to under estimate the upkeep of the building and the cost of repairs. It was also important to get a building survey done to assess the physical state of the building before taking on the lease from the council.

The Neighbourhood Partnership fully supported the proposals and wished the South Lockleaze & Purdown Neighbourhood Group every success in this exciting venture.

6. Communication and Engagement Plan

The Neighbourhood Partnership considered a report of the NP Co-ordinator which provided an update on communication and engagement and how the profile of the city wide NPs can be raised both centrally by BCC and NP's locally.

1. Communication

The NP agreed to develop a Communications Plan. **Action Caroline Hollies.**

NP Members were advised that the NP now has a Facebook page, supported by Ruth Revell and Anna George.

David Thomas gave an update on a new monthly community newspaper, the Horfield and Lockleaze Voice which is due to be launched in May 2016.

2. Engagement Plan

An update was provided by the NP Co-ordinator on the key mile stones for the NP Plan refresh which would culminate in the approval of the next 3 year plan at the annual NP meeting in June 2016.

7. The Vench Improvement Programme

The Neighbourhood Partnership considered a report of Nicola Hazell, Operations Manager, Groundwork South (agenda item 7) which asked the NP to approve the proposal for Stage 3 of the Vench Adventure Playground enhancement project and formally award a further £100,000 'in principle' S106 funding.

- STAGE 2 progress - They had worked with SPLASH Projects to carry out various works on the site
- There was an underspend of £5005 on Stage 2 which as previously agreed by the NP would be rolled over to Stage 3.
- STAGE 3 - Extensive community consultation on the design of the enhancements to the adventure playground to inform Stage 3 of the project had been undertaken.

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

- Concerns were raised that this report had not gone through The Vench's Steering Group for a recommendation to the NP which had previously been agreed as the due process to be followed. GroundWorks indicated that it had been emailed out to the Chair of the steering group. As Chair of the Steering Group, Cllr Tincknell indicated that she couldn't recall receiving this email.
- The NP felt that response to the consultation that had taken place over the period October 2015 – January 2016 was low (70 and 59 from the on-line survey)
- The composition of the Steering Group needed to be reviewed as there were currently no resident representatives. **Action: Caroline Hollies**

The Neighbourhood Partnership RESOLVED that Groundworks South carry out further work on this report, including agreeing it with the Steering Group. This will need to come back to the NP for approval.

It was noted that if Groundworks needed any further advice or support before the next NP meeting they should contact the NP Co-ordinator.

8. Business Report

The Neighbourhood Partnership considered a report of the NP Co-ordinator (agenda item 8) which set out progress of the work of the NP and working groups since the last meeting and asked the Neighbourhood Committee to make decisions on a number of funding requests for NP devolved budgets.

The following key issues were noted during the discussion:

1) Older People's Shopping bus (addendum to the Business report)

Janie Adams, Community Support at Home Co-ordinator NBAC explained that for the last 2 years the Community Support at Home Project has been running a fortnightly shopping bus which takes local residents over 55 years old to a supermarket nearby. However, partners Bristol Community Transport have recently had their funding cut by BCC and Friday 26th February had been the last trip. The NP were asked to fund £1704 to continue this service which provided a safe and supported environment for users therefore reducing the risk of falling and associated injuries and a chance to socialise and help to combat isolation.

The NP felt that in view of the benefits of the project including improving the general health and wellbeing of its users, funding this service would be money well spent.

The Neighbourhood Committee RESOLVED to approve funding of £1704 for the Older People's Shopping Bus (£799.50 from Wellbeing budget and £904.50 from the previous year's underspend on this budget)

It was also agreed that going forward the NP would look at the possibility of making funding commitments over a longer term for certain community projects or annual events held in Horfield and Lockleaze.

Action Caroline Hollies/Grants Panel to take forward

2) Environment Group

The group had looked at suggestions for environmental projects across Horfield and Lockleaze and they had recommended that the NP allocate

£1320 for annual meadows and £1080 for 6 hanging baskets from the Neighbourhood budget.

The Neighbourhood Committee RESOLVED that the above project be funded – total cost £2400

The Neighbourhood Partnership RESOLVED that Maskelyne Avenue ASB and all weather surfacing for Horfield Childrens Playground be added to the NP Plan.

3) Traffic & Transport Group

The group had recommended that the NP allocate £4000 for this part of the scheme. As in previous years the group recommended that the NP allocated £4000 for parking restrictions (mostly junction protection) on Romney Avenue and Sheldon Road. As in previous years the group recommended that the NP allocated £5000 for minor works in 2016/17 (lines and signing).

The Neighbourhood Committee RESOLVED to approve:-

1) £4000 for Romney Avenue Parking Scheme

2) £5000 for minor works

4) Grants Networking Event

The event had been held on 3rd February 2016. There had been a programme of 10 talks by groups who had benefitted from Wellbeing and Green Capital funding over the past 2 years. The evening was a great success with new connections being made and information shared between groups.

Based on previous applications and experience to date, the Grant Panel felt that £20,000 from the Neighbourhood Budget should be allocated to the Wellbeing Grant for 2016/17.

a) Wellbeing grant funding priorities

Additional priorities had been suggested by the Grants Panel; Re-use & recycling, Arts and Culture and Support for carers.

Following discussion by the NP it was felt that the more priorities on the list, the more difficult the process would be to manage. It was agreed

that the current list of priorities would remain the same and if there was more evidence to support additional priorities then these would be considered at a future meeting.

The Neighbourhood Committee RESOLVED to allocate £20,000 for Wellbeing Grant for 2016/17.

5) Neighbourhood Budget

The report included a table which set out the Neighbourhood Budget for 2015/16, a running total of funding to date and the balance remaining.

The Neighbourhood Committee RESOLVED to approve £515 overspend on Clean & Green Budget to be taken out of the Wellbeing budget which currently had an underspend.

6) Forums

It was noted that only 8 residents had attended the last Horfield & Lockleaze joint Forum which was very disappointing. Greater communication and engagement was needed to improve attendance.

Action Caroline Hollies / Communications group.

7) City-wide NP Event

The NP noted the report but there was insufficient time for discussion.

Action: Caroline to identify an additional representative of this NP to accompany Anna and help plan the next event.

8) City-wide Neighbourhood Partnership Plan issues

Eight key priorities shared by NPs across the city had been identified as set out in the report and the Neighbourhood teams have been working on these to find city-wide solutions.

9) Meeting dates for 2016/17

The proposed meeting dates for working groups/Forums/NP meetings for 2016/17 and venues were noted

9. Neighbourhood Partnership Plan report

Wendy Baverstock attended the meeting to talk about the Henbury and Brentry Community Action Plan 2015 – 2020 which had been produced as the community's 'vision' following a Ward wide resident survey. 400 residents had responded to the survey and the H&L NP were keen to find out about the methods used for communication and engagement with residents.

The NP noted the update on progress against actions in the H&L NP Plan.

10. Any Other Business

1) Jayne Whittlestone, Communities Housing Association explained that there was a risk that EU funding that had been awarded to CHA and used for community projects may have to be paid back (£125,000) because there had been a misunderstanding in the interpretation of the EU funding regulations. The local MEP was supporting their appeal against paying back the money and CHA were asking for support from all their partners including the NP.

It was agreed that the details of the issue would be circulated and if felt appropriate the Chair of the NP would respond on behalf of the NP in consultation with partners. **Action Jayne Whittlestone / Caroline Hollies**

2) A future report was requested by the NP on the impact of the Cribbs Patchway (Filton Airfield development) new neighbourhood. **Action Caroline Hollies**

3) Neighbourhood Policing Inspector Paul Bolton-Jones introduced himself to the NP as the successor to Mark Runacres. He explained that he covered Bristol North which included 6 Neighbourhood Partnerships. He was keen to engage with the NP and work in partnership to keep residents informed of their work and to understand the local issues.

Neighbourhood Policing Inspector Paul Bolton-Jones referred to the recent tragic event in Lockleaze and the NP wished to send their condolences to the family of Shamus Mcnama. It was noted that at the

appropriate time the NP would work with other local organisations to support a memorial.

The NP congratulated Joseph Iles (Horfield Policing team) who had been awarded PCSO of the Year (Bristol) at the recent Neighbourhood Policing Awards.

Date of next meeting, 7.00 pm Monday 20th June 2016, venue tbc

(The meeting ended at 9.50 pm)

Chair



Minutes of the extraordinary meeting of Horfield and Lockleaze Neighbourhood Committee

Tuesday 12 April 2016 at 9.00 am
Brunel House, St Georges Road, Bristol, BS1 5UY

(All NP partners were invited to attend)

Present:

(A) De-notes absence (P) De-notes present

Ward Councillors

Horfield – Claire Hiscott (A) and Olly Mead (P)
Lockleaze – Gill Kirk (P) and Estella Tincknell (P)

Officers:-

Caroline Hollies - Neighbourhood Co-ordinator
Ruth Quantock - Democratic Services Officer

Other interested parties

Nicola Hazell, Groundwork South
Selina O'Sullivan, Groundwork South

1. Welcome and Introductions

Cllr Olly Mead was elected Chair of the Neighbourhood Committee.

2. Apologies for absence

Cllr Claire Hiscott, Robert Hall, Martyn Chinn, Fiona Deas and Frances Robertson.

3. Declarations of Interest

None declared during the meeting.

4. The Vench Adventure Playground Enhancement Project

Following the decision at the last NP meeting not to award the £100,000 to Groundwork South for the next stage of the developments at The Vench, the Steering Group had requested that an urgent Neighbourhood Committee meeting be convened to consider an updated report from Groundwork South in order to review their previous decision.

The reason for the urgency was that if the project was delayed and did not go ahead before the summer holidays it would have a negative impact on the young people in Lockleaze (and wider). It would also affect the ability of LPW to deliver effective services to children and young people in the area.

The Neighbourhood Committee considered a report of Nicola Hazell, Operations Manager, Groundwork South (agenda item 7) which asked the NC to approve the proposal for Stage 3 of the Vench Adventure Playground enhancement project and formally award a further £100,000 'in principle' S106 funding.

Nicola Hazell gave a comprehensive presentation which included a number of 3D perspective views of the latest design based on consultation to date. The design will be reviewed and revised by the Steering Group and young people, and will be finalised in May 2016. Groundwork South were very pleased to be working with Splash Projects again as they had been really impressed with the work they had carried out in Phase 2, finishing on time and to budget. A key factor in the appointment of Splash Projects as the contractor was their ability to secure corporate involvement in the build phase of the project from BAE Systems who will be providing at least 120 volunteers and potentially some additional funding. Splash were also able to offer local people free training opportunities during the construction phase and had links to other community projects.

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

- The presentation had been very informative; particularly the visual representations of the latest design which had very much helped to put the project in to context. It was agreed that the presentation be circulated to all members of the NP. **Action Caroline Hollies.**
- Included within their fee, Splash will work with the local authority and Groundwork South to identify work experience opportunities for members of the local community and design and deliver a progressive apprentice/ work experience training programme. There were opportunities to learn project management as well as practical construction skills and accreditations. It was suggested that the Employment and Economy Sub-group be involved with these discussions in order to identify suitable volunteers. **Action: Caroline Hollies/ Employment and Economy Sub-group**

- It was suggested that Ward Councillors raise the profile of the project in order to encourage volunteers from Horfield and Lockleaze. **Action Cllrs Hiscott, Mead, Tinknell and Kirk.**
- Most of the existing equipment was between 8 and 10 years old and was in a bad state of disrepair as it had not been maintained by the council in latter years. It was confirmed that where possible equipment had been refurbished or recycled or if this was not possible then disposed of safely (at a cost within the budget).
- It was felt that the edible garden and potting tables were a very good idea, with a potential to perhaps link to the existing cookery courses held at The Vench.
- It was anticipated that the delivery of the project would also provide Groundwork South with an opportunity to foster an on-going relationship with BAE Systems.
- It was suggested that there was also an opportunity for the artists who had worked on the Green Capital projects to get involved with The Vench project in some way.
- It was confirmed that the final design would be signed off by ROSPA
- A further update report would be presented to the Neighbourhood Partnership at its next meeting on 20th June 2016. **Action Caroline Hollies/Groundwork South**

The Neighbourhood Committee RESOLVED to approve the funding request for Phase 3 of the Adventure Playground Enhancement Project at The Vench, awarding Groundwork South S106 funding as follows:

Title: 04/00721 / Former Hewlett Packard Site, Romney Avenue, Lockleaze / ZCD...A96

Amount: £106,100.77 plus interest accrued

Date to be spent by: 8 Feb 18

Purpose of contribution: The provision of youth and play facilities within the Lockleaze Ward

- 5. Date of next meeting, 7.00 pm Monday 20th June 2016, venue tbc**

(The meeting ended at 10.00 am)

Chair

AGENDA ITEM 5

HORFIELD & LOCKLEAZE NEIGHBOURHOOD PARTNERSHIP ONGOING ACTION SHEET

Minute No.	Subject	Action	Resp Officer	Update
ACTIONS ARISING FROM MEETING HELD ON 4 MARCH 2015				
9.03/15	Traffic and Transport Sub Group – Wallscourt Farm S 106	Liaise with bus companies regarding use of trial public transport technologies on Romney Avenue Bus Link.	Oliver Coltman	ONGOING
	Devolved Budgets	Add Weston Crescent to the NP footways resurfacing list and investigate Gainsborough Square and Romney Avenue resurfacing	Mark Sperduty	
11.03/15	Youth Provision	Liaise with the Martyn Chinn about involving young people in the consultation around the Lockleaze Voice Neighbourhood Development Plan	Charlene Richardson	Consultation complete. Caroline to find out whether YP did input into the LV-NDP – this was not done COMPLETE

Please note – Items marked as *Complete* will be removed from the Action List before the next meeting.

Minute No.	Subject	Action	Resp Officer	Update
ACTIONS ARISING FROM MEETING HELD ON 25 JUNE 2015				
11.06/15	Business Report	Horfield Forum - Requested a future report on Monks Park Open Space, including the possibility of establishing a Friends Group.	Caroline Hollies	COMPLETE
13.06/15	Presentation from Learning Partnership West	The Partnership heard proposals from Young Bristol for a youth led project to engage in Bristol 2015 Green Capital year. The Partnership agreed that there needed to be a joined up approach with other on-going projects e.g. Horfield and Lockleaze Art project and the Filton Avenue Children's Centre. Cllr Kirk volunteered to meet Young Bristol and take forward ideas.	Caroline Hollies / Cllr Kirk	COMPLETE
ACTIONS ARISING FROM MEETING HELD ON 17 SEPTEMBER 2015				
9.09/15	Lockleaze Voice Neighbourhood Development Plan	NP Co-ordinator to pull the comments together and come up with some formal feedback which would be circulated to members outside of the meeting for further comments and then submitted to the council to be passed on to the Independent Assessor.	Caroline Hollies	COMPLETE

Please note – Items marked as *Complete* will be removed from the Action List before the next meeting.

Minute No.	Subject	Action	Resp Officer	Update
10.09/15	Lockleaze Health and Wellbeing Needs Assessment	Incorporate the agreed health priorities into the Neighbourhood Partnership Plan	Caroline Hollies	COMPLETE
11.09/15	Business report – Environment Group	Ensure the Green Capital funding is spent by the end of December 2015	Caroline Hollies	COMPLETE
11a.09/15	Business report – Traffic and Transport Group	The NP to submit a comment to Highways that some schemes are being escalated with no reference to residents while others that resident want are delayed. NP Coordinator to draft a response for the Chair to send off.	Caroline Hollies/ NP Chair	Draft sent to Cllr Mead by email – response received from Highways will be discussed at T&T COMPLETE
ACTIONS ARISING FROM MEETING HELD ON 04 DECEMBER 2015				
6.12/15	Update on plans for development at Horfield Leisure Centre	The NP Co-ordinator agreed to set up a meeting between the city council and interested parties to share plans regarding sports development	Caroline Hollies	ONGOING
8a.12/15	Update and the future of Children's Centres	Strategic overview of other service provision in the area	Caroline Hollies / partner organisation	ONGOING

Please note – Items marked as *Complete* will be removed from the Action List before the next meeting.

Minute No.	Subject	Action	Resp Officer	Update
8b.12/15	Update and the future of Children's Centres	<ul style="list-style-type: none"> Filton Avenue Nursery School and children's centre to be added to email distribution list for NP Consider using The hub as venue for NP or Forum meetings 	Ruth Quantock/ Caroline Hollies	COMPLETE
8c.12/15	Update and the future of Children's Centres	FANS and Children Centre would like advice about any funding available from the NP	Caroline Hollies	COMPLETE
10.12/15	Children and young people – update and future plans	Presentation to be circulated to the NP for info	Rob Farrow	COMPLETE
10a.12/15	Children and young people – update and future plans	The mapping exercise will continue in order to identify gaps and other issues, solutions to these will be sought in consultation with providers and residents	Caroline Hollies / Charlene Richardson	ONGOING
11.12/15	Business report	It was agreed that an informal meeting be arranged as soon as possible with Lockleaze Voice, Caroline Hollies and 2 Lockleaze Cllrs	Caroline Hollies	COMPLETE
11a.12/15	Business report	The NP noted the proposed meeting dates for 2016/17. Caroline to re-circulate for comment	Caroline Hollies	COMPLETE
ACTIONS ARISING FROM MEETING HELD ON 27 JANUARY 2016				

Please note – Items marked as *Complete* will be removed from the Action List before the next meeting.

Minute No.	Subject	Action	Resp Officer	Update
2.01/16	Apologies for Absence	Ald. Bill Martin has moved away from Horfield so is no longer a member. It was agreed that a card would be organised on behalf of NP to thanks him for his contribution to the work of the NP over a number of years	Caroline Hollies	
5.01/16	AOB	It was agreed that the NP Co-ordinator would write to Lockleaze Community Orchard asking them to set out their proposals for spending the balance of grant funding allocated by the NP by the end of February 2016, otherwise it must be returned to the NP	Caroline Hollies	COMPLETE
ACTIONS ARISING FROM MEETING HELD ON 03 MARCH 2016				
3a.03/16	Ongoing action sheet	Actions marked 'complete' to be deleted from the ongoing action before the next meeting	Ruth Quantock	Updated 10/03/16 COMPLETE
6.03/16	Communication and Engagement Plan	The NP Co-ordinator to write a Communication Plan.	Caroline Hollies	Now in the NP Plan COMPLETE
7.03/16	The Vench Improvement Programme	To support Groundworks produce a new reports and review the composition of the Steering Group.	Caroline Hollies	COMPLETE

Please note – Items marked as *Complete* will be removed from the Action List before the next meeting.

Minute No.	Subject	Action	Resp Officer	Update
8.03/16	Business Report	Look at the possibility of making funding commitments over a longer term for certain community projects or annual events held in Horfield and Lockleaze.	Caroline Hollies/Grants Panel to take forward	
8a.03/16	Business Report	6) Forums Improve attendance at Forum/NP meetings.	Caroline Hollies / Comms group.	Matt will be continuing to review and adapt Forums COMPLETE
8b.03/16	Business Report	7) City-wide NP event Caroline to identify an additional representative of this NP to accompany Anna and help plan the next event.	Caroline Hollies	COMPLETE
10.03/16	AOB	Community Housing Association – grant payback issue - It was agreed that the details of the issue would be circulated and if felt appropriate the Chair of the NP would respond on behalf of the NP in consultation with partners.	Jayne Whittlestone / Caroline Hollies	
10a.03/16	AOB	A future report was requested by the NP on the impact of the Cribbs Patchway new neighbourhood.	Caroline Hollies	Cllrs have been briefed

Please note – Items marked as *Complete* will be removed from the Action List before the next meeting.



Horfield & Lockleaze Neighbourhood Partnership

20 June 2016

Title: AGM REPORT 2016
Report Of: Caroline Hollies, Neighbourhood Partnership Coordinator
Contact details: 0117 92 23977 or caroline.hollies@bristol.gov.uk

RECOMMENDATIONS

1. To confirm the NP membership and chairing arrangements.
2. To confirm the NC and NP terms of ref and the NC financial operating framework.
3. To note the devolved Neighbourhood Budget for 2016-17.
4. To note the financial statement and expenditure from 2015-16.
5. To agree the meeting schedule including subgroups and forums.

1. Membership and chairing arrangements

1.2 Each Neighbourhood Partnership comprises

- (a) The Neighbourhood Committee of councillors for each of the wards which make up the Partnership (who serve for their term of elected office)
- (b) Local resident representatives who are chosen by election/nomination/volunteering
- (c) Representatives of local organisations and services

The membership of the Horfield & Lockleaze Neighbourhood Partnership is:

- a) Councillors:** Claire Hiscott & Olly Mead (Horfield), Gill Kirk and Estella Tinknell (Lockleaze)
- b) Horfield Residents:** Anna George, Frances Robertson, Fiona Deas, Stephen Barrett, Robert Hall
- c) Lockleaze Residents:** Martyn Chinn

1.2 The NP is asked to **nominate and agree** the Chairing arrangements for the NP – **Chair and vice-Chair**

1.3 Councillors are asked to **nominate and agree** the **Committee Chair and Vice Chair**. If there is more than one nomination then the Councillors will vote at the meeting to appoint the Committee Chair

2. Terms of Reference, Code of Conduct and Financial Operating Framework

2.1.a The Neighbourhood Committee Terms of Reference is yet to be ratified by Full Council yet. Link will be sent once this has been done.

2.1.b The Neighbourhood Partnership terms of reference can be found at <https://www.bristol.gov.uk/people-communities/horfield-and-lockleaze-neighbourhood-partnership> under Members.

2.2 The financial operating framework for the NC remains the same as 2015-16 and is available on the council website: <https://www.bristol.gov.uk/documents/20182/34308/NP+financial+operating+framework.pdf>

3. Devolved Neighbourhood Budgets

3.1 The Horfield & Lockleaze devolved Neighbourhood budgets are:

Budget	2016-17 budget	Amount carried forward (unallocated) from 2015/16	Total
Neighbourhood budget	24,186	£886	£25,072
Neighbourhood budget (Narrow Estates)	£2,686	£10,484	£13,169
Neighbourhood budget (Highways unallocated)	£17,143	£2143	£19,286*
Neighbourhood budget (Highways unallocated - historical)			£9,358*
TOTAL NEIGHBOURHOOD BUDGET*			£66,885*
Stoke Park Dowry			£25,000
Parks S106 budget			£215,358.48
Transport S106 budget			£205,918.98
Other S106			£11,526.55
Community Infrastructure Levy			£6,510.84

* Awaiting confirmation from Highways, who currently hold these budgets

4. Devolved powers

The Partnership is asked to note that the following powers are devolved to councillors for decision, following discussion at a partnership meeting and taking account of the views expressed:

- a) Expenditure Neighbourhood budget; this should be spent to progress the NP Plans
- b) Decisions relating to council-owned community centres and buildings;
- c) Spending locally, money paid to the Council under Section 106 agreements/Community Infrastructure Levy and prioritising site specific schemes to be funded from that source.

5. 2015-16 financial statement

	2015-16 budget	2015-16 allocation / expenditure	Unallocated budget being carried forward	Notes
Clean and Green (Neighbourhood Budget)	£22,533.50	£23,419.50	£886	Wellbeing £20,904.50 Clean & Green £2,515
Neighbourhood Budget (Narrow Estates)	£10,484	£0	£10,484	
Neighbourhood Budget (Highways)*	£17,143	£15,000	£2,143	
Section 106	£358,719	£55,969	£432,804.01	Difference is due to new s106 and interest
CIL (Community Infrastructure Levy)	£4,787.51	£0	£6,510.84	Difference is due to new CIL and interest
Green Capital	£15,000	£15,000	£0	
Stoke Park Dowry	£30,000	£5,000	£25,000	

* To be confirmed by Highways

Full details of expenditure and individual allocations of budgets can be found in Appendix 1.

6. Neighbourhood Partnership Plan

6.1 The Horfield and Lockleaze Neighbourhood Partnership Plan has been refreshed and will be agreed at this meeting, the Neighbourhood Partnership will be working to progress this plan over the next 12 months.

7. Meeting Schedule 2015-16

The NP is asked to agree the meeting schedule as follows:

Meeting	Date	Time	Venue
Environment Group	Monday 5th September 2016	6.30-8.30	Horfield Leisure Centre
Traffic and Transport Group	Thursday 21st July 2016	7pm to 9pm	Horfield Library
Lockleaze and Horfield Joint Forum	Monday 15th August 2016	7pm-9pm	Filton Avenue Primary School tbc
Economy and Employment Group	Tuesday 16th August 2016	9.30-11	May cancel this as it is in the middle of the holidays
NP Agenda Setting	Wed 31 st August 2016	5.30-7	City Hall
Grants Panel	Wed. 7th September 2016	6.30 - 8.30	Application deadline midday Monday 22nd August 2016 Boing
Neighbourhood Partnership Meeting	Wednesday 5th Oct	7-9pm	Papers deadline 5pm Wed 14th September 2016 The Hub
Environment Group	Monday 7th November 2016	6.30-8.30	The Old Library
Traffic and Transport Group	Thursday 20th October 2016	7pm to 9pm	The Vench tbc
Economy and Employment Group	Tuesday 8th November 2016	9.30-11	Tbc
NP Agenda Setting	Wed 9 th November 2016	5.30-7	City Hall
Horfield Forum	Monday 14th November 2016	7pm-9pm	Horfield C of E Primary School tbc
Lockleaze Forum	Thursday 17th November 2016	7pm – 9pm	Lockleaze Community Association
Grants Panel	Wednesday 16th November 2016	6.30 - 8.30	Application deadline midday Monday 31st October: Boing
Neighbourhood Partnership Meeting	Monday 12th December 2016	7-9pm	Paper deadline 5pm Wed 23rd Nov: St Theresa's School tbc
Environment Group	Monday 30th January 2017	6.30-8.30	Horfield Leisure Centre tbc
Traffic and Transport Group	Thursday 26th January 2017	7pm to 9pm	Upper Horfield Community Trust
Economy and Employment Group	Tuesday 31st January 2017	9.30-11	Tbc
Lockleaze Forum	Monday 6th February 2017	7pm-9pm	Glenfrome Primary School tbc
Grants Panel	Wednesday 8th February 2017	6.30 - 8.30	Application deadline midday Monday 23 rd Jan 2017: Boing
Horfield Forum	Thursday 9th February 2017	7pm-9pm	UHCT Community Room
NP Agenda Setting	Wed 15 th February 2017	5.30-7	City Hall
Neighbourhood Partnership Meeting	Monday 13th March 2017	7-9pm	Paper deadline 5pm Wed 22nd Feb 2017 Lockleaze Comm Ass

APPENDIX 1

Detailed financial breakdown 2015-16

Carry over from 2014-15: £7,794.00

S106

NP Date	Project code	Project	Expenditure
17 th September 2015	4/00897 / Cameron Wk / Gainsborough Square Junction, Lockleaze / SB88	Infrastructure for Christmas tree on Gainsborough Sq	£9,369
17 th September 2015	04/00721 / Former Hewlett Packard Site, Romney Avenue, Lockleaze / ZCD...A96		£43,000
3 rd December 2015	07/01523 / Prefab Site, Dorian Road, Horfield / ZCD...914 for "the provision of improvements to Parks and Open Spaces within one mile of the former Dorian Road Prefab Site"	Disabled swing for Monks Park	£3,600
TOTAL			£55,969

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Stoke Park Dowry: Budget £5,000

NP Date	Project	Expenditure
25 th June 2015	Walks and Talks	£2000
17 th September 2015	Youth project	£2000
17 th September 2015	Sculpture Trail	£1000
TOTAL		£5000

Neighbourhood Budget – Highways: Budget £17,143

NP Meeting	Project	Expenditure
4 th March 2015	Minor Works	£5000
25 th June 2015	Feasibility study for Church Road	£5000
25 th June 201	Feasibility study for Romney Avenue	£5000
25 th June 2015	Wellington Hill West zebra crossing	£5000
TOTAL		£10,000

Neighbourhood Budget – Clean and Green: Budget £2,000 – allocated June 2015

Project	Expenditure
Annual meadows	£1,020
Hanging baskets	£1,080
Horfield Common Benches	£415
TOTAL	£2,515

Neighbourhood Budget - Wellbeing: £20,000

NP Meeting	Name of organisation	Project	Amount	Ward
25th June 2015	Horfield Health Centre	Volunteer Drivers and Befrienders	£464.00	H&L
25th June 2015	Lockleaze Neighbourhood Trust	Love Lockleaze festival 2015	£1,000.00	Lockleaze
25th June 2015	Lockleaze Voice	Stoke Park Walks and Talks	£2,000	Lockleaze
25th June 2015	Manor Farm Community Hub	Publicity, general/public consultation meetings and general start-up costs - community centre facilities	£1,348.00	Horfield
25th June 2015	United Communities Housing Association	Summer activities for young people 2015	£1,600.00	H&L
17th September 2015	Absolute Drama	Horfield and Lockleaze Community Christmas Show	£2,000.00	Lockleaze
17th September 2015	Buzz Lockleaze	The Buzz Community Food Shop	£900.00	Lockleaze
17th September 2015	Home-Start Bristol	Recruitment of volunteers to support young families in the community	£366.00	Horfield and Lockleaze
17th September 2015	Studio 7	Studio time and coaching for children and young people	£1,000.00	Lockleaze
3rd December 2015	Creative Crafting Club	Room hire for the first 12 months	£700.00	Lockleaze
3rd December 2015	Bristol Noise	February Fun Afternoons	£1,000.00	H&L
3rd December 2015	Horfield Community Association	Workshops for Girls group @ Wordsworth	£1,500.00	H&L
3rd December 2015	Foundation for Active Community Engagement (FACE)	February Fun activity days	£987.50	H&L
3rd December 2015	Friends of Horfield Common	Horfield Common Junior Wildlife Explorers Club	£1,100.00	Horfield
3rd December 2015	Upper Horfield Children's Centre	Upper Horfield Vulnerable Young People's Holiday Club	£1,360.00	Horfield
27th January 2016	Lockleaze Neighbourhood Trust	Stoke Park Sculpture Trail	£1,000.00	Lockleaze
3rd December 2015	Wellbeing Panel	Grant Network Event	£360.00	H&L
3rd March 2016	Clean and Green	Benches and wildflower meadows	£515.00	H&L
3rd March 2016	North Bristol Advice Centre	Older People's Shopping bus	£1,704.00	H&L
TOTAL			£20,904.50	

Green Capital: Budget - Horfield (£5,000) and Lockleaze (£10,000)

Name of organisation	Project	Amount	Ward
Friends of Horfield Common	Trees	£1,000	Horfield
Wessex Avenue Residents	Lockleaze Community Orchard	£2000	Lockleaze
With One Voice Partnership	Festival of Food and Nature	£1000	Horfield
Glenfrome Primary School	Eastgate roundabout improvements	£800	Lockleaze
Lockleaze Voice (SPAG)	Seat Expectations	£1914	Lockleaze
Friends of Horfield Common	Horfield Common Walking and Running Routes	£2000	Horfield
Pride of Place	Community clean ups	£900	Lockleaze
Environment Group	Annual meadows	£400	Lockleaze
Environment Group	Air Quality Project	£284.16	Horfield
Wilton Avenue School	Community Nature Trail	£911	Lockleaze
Groundwork South	Food growing with young people at The Vench	£1000	Lockleaze
Horfield Community Association	Environment workshops for children and young people	£625	Lockleaze
Environment Group	Reposition and repair of benches on Horfield Common	£315.84	Horfield
Pride of Place	Community clean up and recycling/ reuse education	£400	Horfield
United Communities Housing	Litter craft workshops	£650	Lockleaze
South Lockleaze and Purdown	Outdoor education workshops	£800	Lockleaze
TOTAL		£15,000	



MY NEIGHBOURHOOD

Horfield & Lockleaze Neighbourhood Partnership Meeting 20 June 2016

Title: Neighbourhood Partnership Plan Refresh

Report of: Caroline Hollies, Neighbourhood Partnership Coordinator

Contact details: 0117 92 23977 or caroline.hollies@bristol.gov.uk

Recommendation:

That the Neighbourhood Partnership adopts the Neighbourhood Partnership Plan for 2016-18 and allocate funding to support Emerson Square park group

The Neighbourhood Partnership Plan for 2015-18 was based on a combination of existing plans – the Neighbourhood Working Plan, the Area Green Space Plans, the Waste Plan all of which had been separately consulted upon and evidence from other sources eg Forums, Police Crime Data and Quality of Life Surveys. However, the Plan itself had not been directly consulted on with local residents. In order to refresh the Plan for the next 2 years the Plan was consulted on with local residents.

A simple survey was used which asked people to name their top 3 issues in their local area. Respondents were invited to come up with their own issues or they could choose from the existing priorities in the Plan. The survey was promoted on the Neighbourhood Partnership email list, on Facebook and carried out face to face. Roads to be

surveyed were chosen by geographical basis to give a good spread across each ward and by mixture of private and council housing.

Roads surveyed in Horfield:

Norley Road, Weston Crescent, Tilling Road, Filton Road businesses and o/s Horfield CofE Primary School

Roads surveyed in surveying:

Emerson Square, Highmore Gardens & Nash Drive, Berry Road, Allfoxtan Road & Stottbury Road, o/s Stoke Park Schools

The surveys were carried out during April 2016 and the results presented at the Horfield and Lockleaze Forums for additional comments by residents.

Total surveys filled in by door-to-door surveys = 138

Total surveys filled out on-line = 40

Total input from Forums = 16

TOTAL RESIDENTS & BUSINESSES SURVEYED = 194

See attachment below for all the priorities to be approved.

Green – priorities to be approved for 2016-17

Orange – priorities to be approved for 2017-18

1. ENVIRONMENT

Priority	No. times raised	Evidence	Activity/ Engagement	Funds	Timescale
Improve Emerson Square Park	30	ASB issues have been reported on this site over the last 2/3 years to BCC and police. A survey carried out this summer identified that 13% (3 people) of those surveyed felt that the noise and disturbance affected their quality of life. However, other issues with the park were identified.	From the survey 66% respondents were in favour of a Neighbourhood Watch or Park Group with the latter being the favourite. Will build on this over the summer to work with these immediate residents and the wider locality to build a park group and work with young people to make improvements to the park. Continue to work with LPW and the police to deal with issues that some of the residents are experiencing.	NC requested to allocate £1,000 from the Neighbourhood budget to support	2016-17
Improve Filton Road shopping area	20	Environment Group, NFs, NP	Neighbourhoods and the Environment Group carried out a survey of businesses in May. Contact remaining businesses and collect sponsorship. Support to set up a Trader's Association to deal with issues raised eg empty shops, shoplifting.	£1080 allocated from Neighbourhood Budget	2016-17
Tackle dog fouling	20	Below average perception in Horfield (70%), the Lockleaze and Bristol average is 76%.	Campaign to promote reporting of issues on Facebook, email, face-to-face. Support groups who wish to tackle this issue eg Stoke Park and POP. Engage with student population, use UWE contact.		2016-17
Tackle litter	19	Low satisfaction across NP area, 76.5% respondents say street litter is a problem. Identified in Lockleaze Vision p14.			
Tackle flytipping	12				
Bins on streets	2	NFs. Environment Group			

Tree planting	12	PIPP. Horfield has poor tree canopy cover (TreeBristol report, 2009). NFs. Environment Group	Support the 2 existing Tree Champions with training provided by BCC Tree Team. Advertise this training across this NP to recruit more Tree Champions. Support Tree Champions and Tree Team to collate list of requested tree planting locations and support with consultation and delivery.		2016-17
Improve the surfacing in Horfield Common Children's Play Ground	10	Forums, reports to BCC Play.	Communicate progress from BCC Play to Friends of Horfield Common and Environment Group	£40,000 allocated by BCC	2016-17
Replace bins and benches on Horfield Common		Requests from Friends of Horfield Common, NF and Environment Group	Environment Group to work with Parks to priorities locations	BCC Parks	2016-17
Plant wildflower meadows	11	Environment Group, NFs, NP, positive reports on Facebook	Communicate progress from BCC to Environment Group	£1320 allocated from Neighbourhood Budget	2016-17
Raise awareness of Air Quality	8	A38 and M32 are Air Quality Management areas. Above average number of respondents in Horfield and Lockleaze say that air quality and traffic pollution is an issue. NP, NFs. Strong objection to recent proposals for diesel generator in Lockleaze.	Support local residents to progress this issue to raise awareness		2017-18

Improve Muller Road Recreation Ground	7	Need for a play area in this area of Lockleaze (Parks and Green Space Strategy, 2008) and comments from residents. Poor engagement from residents in this area. Fairfield School are looking to develop playing pitches on this space. Some residents surveyed would like to get more involved in this park.	Ensure Parks appoint a Project Manager to oversee a masterplan, and ensure effective spending of funds from the Fairfield School pitch development to benefit local people and meet the needs of the school. Support interested residents to set up Park Group.	Sports pitch funding allocated through Fairfield School	2016-17
Improve Maskelyne Avenue Open Space	5	There have been historical issues of ASB in this area (2009) as part of the solution a MUGA was installed. Recently, the MUGA itself has been the subject of ASB complaints from local residents.	Neighbourhoods team and Manor Farm Community Hub to consult with local people and park users in June to find out what people think of the park and how they might want to use it in future, understand the extent of the reported ASB. Preliminary findings to be tabled at this meeting.	BCC funding allocated to mitigate issues with MUGA	2016-17
Improve M32 Junction 2 area	3	Focus for residents from Greater Fishponds NP w	Work with Greater Fishponds NP to develop a sustainable coherent environment improvement Plan for this area. Link with the Walking and Cycling Plan		2017-18
Improve Stoke Park	2	PIPP, Consultation on management plan	Neighbourhoods and Parks are running a consultation event 9 th July to determine how residents and park users want to animate Stoke Park with events and activities. Support Stoke Park Delivery Group, BCC and other partners to raise funding and deliver the management plan.	Devolved Dowry fund (£25,000)	2016-17
Protect Purdown	2	Arose from Fairfield School proposal but this has moved on			Watching brief

Improve Dorian Road Playing Fields	2	Has been subject to ASB in the past, but not recently. Concerns about loss of green space for Leisure Centre pitches. Dog fouling hotspot.	Ensure that the Environment Group are updated about Leisure Centre pitches.	2017-18
Bulb planting	1	Requested at Environment Group		2017-18

2. TRAFFIC & TRANSPORT

Reduce Parking issues (mostly related to football and people unable to park outside their own house)	41	Repeatedly raised at NF, NP and with Cllrs. "Vehicles are often parked on footways" (Lockleaze Vision p21). Police priority for Horfield	Any ideas?	2017-18
Reduce parking issues – Southmead Hospital	21	Repeatedly raised at Horfield NF, NP and with Cllrs. Police priority for Horfield. Raised at Mayor's visit (Nov '14). Concerns about parking restrictions.	Neighbourhoods to continue to convene the Southmead Hospital Travel Working Group and update T&T Group and email contacts. T&T to see Objections Report. Keep T&T updated about works, once implemented, monitor and report back to T&T after 6-8 months	2016-17
Develop a Cycling & Walking Plan (includes improving infrastructure eg pavements, crossings, bins, benches, routes and signage)	20	Raised at NF, NP, Environment Group and T&T Group. Not much enthusiasm at Feb 2016 Forum. Fewer than average residents walk to work 13% (BA 19%) while more than average drive 58% (BA 55%). A small percentage (8%, same as the city average) cycle to work.	Neighbourhoods to promote TravelWest's invitation to residents to report cycling infrastructure issues and request that they share this data for HorLock and form the basis of this Plan. Encourage residents to engage with the Walking Alliance and feedback to NP and support with projects. Residents to help plot locations for new benches or renovate/ change benches. Engage with schools to improve Safer Routes to School. May include some engagement about considerate cycling.	2016-17

Tackle congestion - now and future	12	NP, NF and Groups share concern that new developments will increase pressure on road system, particularly around Muller Rd, Filton Rd/ Glos Rd and their side roads.	Neighbourhoods to work with Highways to develop ideas to relieve congestion on Dorian Road. Promote alternative transport to change culture - act as positive role models. Councillors to keep raising issue of impact of future developments eg Filton Airfield on congestion in NP		2016-17
Improve bus services	24	The highest proportion of people travel to work by public transport 15% (BA 12%); satisfaction with the bus service is above average 69.5% (BA 60%). However, this contradicts public feedback at recent NFs, NPs, E&E and through Cllrs.	Collate results from bus survey and work with bus companies to deliver a response to residents. Inform the use of the devolved funding for bus services/ infrastructure in Lockleaze.		2016-17
Romney Avenue Road Safety - parking restrictions and crossing on by school	8	Reported at NF, NPs and during survey. Issue raised by police at Shaldon Road end.	Advise Highways on consultation process. Update T&T about progress.	£4000 allocated from Neighbourhood Budget	Adopt for 2016-17
Lobby for train station in NP	12	Raised for a long time through this NP which lobbied the West of England partnership strongly to deliver this, but rejected August 2015	Councillors to keep updated and advise T&T group.		Watching brief
Reduce parking issues outside schools	5	Issues around drop off and pick up times, schools mentioned St Theresa's and Stoke Park Schools (latter will be helped by Romney Avenue works above)	Police to update T&T group. Focus on these areas as part of the Cycling and Walking Plan.		2017-18

Reduce parking issues – Bishopthorpe Road	5	Raised last year at NP and NF and by Cllrs	Highways to resolve through Minor Works budget if possible with support from funding from Clean and Green, if needed. Neighbourhoods to ensure Housing (landowner), shops and MFCH are kept informed. May need some engagement around proposals.		2016-17
Improve junctions on Concorde Way - Bonnington Walk and Muller Rd/ Petherbridge Way	4	Raised at T&T in 2015	Highways to resolve through Minor Works budget if possible and feedback to T&T. If not possible add to Cycling and Walking Plan.		2016-17
Improve Wellington Hill West zebra crossing		Agreed at T&T	Awaiting completion this summer	2015-16	2016-17
Crossing on Southmead Road		Agreed at T&T	Awaiting completion this summer	2015-16	2016-17
New zebra crossing on Kellaway Avenue		Agreed at T&T	Awaiting completion this summer	2015-16	2016-17

3. CRIME & COMMUNITY SAFETY

Reduce speeding	34	Raised at NFs, T&T group. Issues reported at Allfoxton/Stottbury Road (x4), Romney Ave (x2), Tilling Road, Landseer Ave, Beverly and Boston Roads	Highways to resolve Stottbury and Beverly/Boston/Keys through Minor Works budget if possible and feedback to T&T. Add Stottbury to Cycling and Walking Plan as a Safer Route to School. Other issues are passed to police for action, when they are reported.		2016-17
Drugs	12	Reported at Forum around Coop and Fellowship car park.	Police to lead on tackling this issues. Neighbourhoods to ensure it is reported effectively and support when needed		2016-17

ASB	10	<p>22% respondents in Horfield and 30% in Lockleaze feel locally ASB is a problem (BA 29%). Specific issues are reported via NFs, Park Groups and to Police.</p> <p>ASB is the most reported crime in both Horfield Lockleaze in 2014, making up 41% and 37% respectively of the total crime in these wards. PIPP. Recent reports mostly about issues with neighbours.</p>	Any ideas?		2017-18
Burglaries	6	<p>Burglary rates are dropping (Police report to Forums)</p>	<p>Police to raise awareness of property safety at Forums and engage through older people's groups.</p> <p>Neighbourhoods to promote property marking events by social media and email.</p>		Watching brief
Domestic Abuse	2	<p>Higher than Bristol average (16%) in Horfield (18%) and Lockleaze (17%) agree that domestic abuse is a private matter. Higher than Bristol average (19%) in Lockleaze (20%) agree that women's behaviour can attract/ provoke domestic abuse. Landlord services state that many of their tenants are victims of DA.</p> <p>Horfield has the 4th most reported DA calls in the city (Safer Bristol). Violence and sexual offences were the second most reported crime in the NP in 2014.</p>	Any ideas? Work through the North Bristol Domestic Abuse Forum who are holding a conference in Lockleaze this summer. Take on positive actions from this conference.		2016-17

4. HOUSING, PLANNING & MAJOR PROJECTS

Gainsborough Square - shop frontages, pub, cashpoint, supermarket	48	<p>NFs, NP, Facebook comments, Mayor's questions in November 2015. Lockleaze Vision. Pub really brings Gainsborough Square down.</p> <p>Lots of requests for a supermarket.</p>	Deliver this through the Lockleaze Development project (see below).		Incorporate into below
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Influence new developments across the NP	17	Community desire to provide more balanced mix of better quality housing (Lockleaze Vision p36). Horfield NF – many ongoing complaints about badly thought out developments which have impacted negatively on existing and new residents eg Emerson’s Sq. Gradually decreasing numbers of council housing. New mayoral priority.	Support Lockleaze Development Programme Manager to engage with community around new developments. Continue to offer support to Lockleaze Voice Neighbourhood Development Forum to create their Development Plan. Set up Planning Forum for Horfield and those areas of Lockleaze not covered by the LVND Plan.		2016-17
Prevent homelessness	3	Horfield Forum. Increasing levels of homelessness in Bristol. Families are increasingly facing homelessness as rents rise but pay does not. 3 respondents had had personal experience of this in friends or family, all in Horfield.	Work with homelessness charities and BCC to raise awareness of the issue so that friends, family and neighbours are looking out for each other. Get advice from BCC and VSO about actions the NP can take.		2016-17

5. FAMILIES, YOUNGER & OLDER PEOPLE

Improve facilities and activities for Young People	41	Forums, Neighbourhood Partnership. The teenage conception rate is significantly above average in Lockleaze. Educational attainment rate at 11 is improving and very similar to the city average. At 16 education has improved in both wards, Lockleaze is just below the city average and Horfield is above average. This improvement has been extremely marked since 2008. There is an higher than average percentage of children in Year 6 who are overweight or obese in Lockleaze (41% cf BA 33%). There is a higher than average number of children with SEN in Lockleaze (379, cf BA 265).	Bristol Links to audit the children and young people's services across HorLock, Neighbourhoods to support where needed. Carry out gap analysis and produce recommendations to be agreed with providers and NP in September. Implement changes.		2016-17
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Increase the voice and influence of Young People in the NP	6	NFs, NP, lack of young people engaged in neighbourhood decision making.	Young People's Grant Panel has been set up - now needs applicants. Help Youth Links promote and encourage groups to apply during the audit, above. During term time engage focus groups in secondary schools to look at NP decisions and feed into NP (already set up with Orchard, no response from Fairfield). Pilot youth Forum in Lockleaze in autumn 2016.		2016-17
Improve the Vench	2	NFs, Cllrs, NPs. Community have always been passionate about the Vench and campaigned to keep it open.	Support Groundwork South to work with the Steering Group and integrate with other community activities. Ensure NP has regular updates on progress		2016-17
Improve the activity of older people in the area	5	There were significantly higher emergency admissions as a result of a fall for Horfield residents over 65s, 50 falls in every 1000 population, compared to the Bristol average of 34/1000.	Support programme of activities and improvements		2017-18

6. EMPLOYMENT, ECONOMY & TRAINING

Support residents to get sustainable employment & manage their finances	14	30% of residents in Horfield compared to 17% in Lockleaze are satisfied with jobs in their neighbourhood (BA is 26%).	Employment and Economy Group to put together an action plan		2016-17
Support new and existing businesses	13	Lockleaze has the least number of businesses (160 cf the BA of 380 (ABI 2006) . Traders in Lockleaze are starting to together. Strong request for more independent shops, particularly around Purdown/ Lower Lockleaze and Filton Road	Employment and Economy Group to put together an action plan		2016-17

7. COMMUNITY BUILDINGS & FACILITIES

Re-develop the old Eastville Library building as a community facility	15	Increasing number of young families moving into this area. Poor community facilities, exacerbated by the loss of the library in April 2016. Strong group of local people have taken on this building as a community facility.	Neighbourhoods to support development of this facility, including advice, signposting to appropriate officers and access NP held funds eg s106, Wellbeing.	2016-17
Develop a community facility for Manor Farm	5	Poor community facilities in Manor Farm (2006 report) Eastgate, Filton Avenue North, Keys Avenue, Wessex Avenue and Monks Park LSOAs. Focus of Mayor's visit November 2014	Community Development officer to support the Manor Farm Community Hub to investigate the possibilities locally and to engage their local community	2016-17

8. EQUALITIES, COMMUNITY COHESION & ACTIVE CITIZENSHIP

Strong, well-organised local democracy		NP, NF, working groups. Poor attendance at meetings. Lack of diversity that does not reflect the demography of the area.	Invite residents to become members of the Neighbourhood Partnership, both individuals and representatives of local groups. Identify a business representative. Ask agencies to mentor local people from their organisations on the NP. Explore decision making apps, focus groups for NP decisions. Experiment with Forums. Local residents to take more ownership of decision making and projects eg a local resident champion for each priority - suggestions please! Support residents to write an NP Communications Plan. Support residents to write Community Plans.	2016-17
Improve Community cohesion	12	Lockleaze Vision p26. Quality of Life Survey. Lockleaze Health and Wellbeing Needs Assessment 2015	Use Asset Based Community Development to link local residents to existing initiatives and support them to build on local skills and assets and develop initiatives of their own	2016-17

Reduce inequality		Lockleaze Vision p26. Quality of Life Survey. Lockleaze Health and Wellbeing Needs Assessment 2015	Neighbourhoods to audit current involvement of equalities groups, take the bigger picture data, then focus down on local issues and operatives/groups to identify the most disadvantaged. Communicate these needs throughout NP including Wellbeing applicants and BCC projects. Target actions around protected groups and priorities by identifying organisations that can help deliver priorities.		2016-17
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9. HEALTH & WELLBEING

Page 46	Improve access to healthy food including more allotments	13	A significantly low percentage of Lockleaze residents (86%, compared to the BA of 92%) say that they have access to a shop selling fresh fruit and veg. Lockleaze Vision (p32). Support from residents at What Next Lockleaze? Consultation.	Work with allotment team to improve turnover at allotment sites and to look at the possibility for new allotment sites in the area.		2016-17
	Improve mental health in Lockleaze	6	Lockleaze Health and Wellbeing Needs Assessment 2015	Influence Lockleaze Network to deliver these activities and advertise Wellbeing applications for this subject.		2016-17
	Increase participation in sport and active recreation	4	Poor access to sports facilities in Lockleaze; Links to the Bristol: Sport4Life Strategy 2013-18. PIPP	Ensure the new and existing sports facilities are communicating to result in good provision across the area.		2016-17
	Tackle childhood obesity in Lockleaze	3	There is an higher than average percentage of children in Year 6 who are overweight or obese in Lockleaze (41% cf BA 33%). Lockleaze Health and Wellbeing Needs Assessment 2015	Public Health to lead. Neighbourhoods to be aware of initiatives and promote when out and about.		2016-17
	Reduce emergency emissions of under 5s in Lockleaze	2	Lockleaze Health and Wellbeing Needs Assessment 2015	Public Health to lead. Neighbourhoods to be aware of initiatives and promote when out and about.		2016-17

Tackle isolation	1	Lockleaze Health and Wellbeing Needs Assessment 2015	Public Health to lead. Neighbourhoods to be aware of initiatives and promote when out and about.		2016-17
Reduce strokes in Lockleaze		Lockleaze Health and Wellbeing Needs Assessment 2015			2017-18
Reduce cancer in Lockleaze		Lockleaze Health and Wellbeing Needs Assessment 2015			2017-18



**Horfield and Lockleaze Neighbourhood Partnership
Monday 20 June 2016**

Title: Business Report

Report of: Caroline Hollies, Neighbourhood Partnership Coordinator

Contact details: 0117 92 23977 or caroline.hollies@bristol.gov.uk

- 1- **Environment:** To note progress and approve £2000 for Clean and Green
- 2- **Traffic and Transport:** To note progress
- 3- **Grants Panel:** To agree the recommendations of the Wellbeing Panel
- 4- **Neighbourhood Budget:** To note the Budget to date
- 5- **Horfield & Lockleaze Forums:** To note items of discussion at the Forums
- 6- **Stoke Park Delivery Group:** To approve £2000 for Summer events and approve the winning tender
- 7- **City-wide Neighbourhood Partnership event:** Members to attend and participate

Working Groups

All working group minutes are available on the website: <http://goo.gl/b1EkyB>

1.0 Environment Group

1.1 This group had a special meeting on the 16th March 2016 to discuss bye-laws and met on 9th May 2016.

1.2 During the March meeting the group gave feedback into the Parks Bye-laws consultation. The report from this consultation is going to Full Council in June.

1.3 During the May meeting the group looked at the Neighbourhood Partnership Plan priorities, see Agenda Item 10. The group also request that £2000 is allocated to the Neighbourhoods Officer for Clean and Green spending on smaller items. The group will be kept updated on this spend at the meetings. See 4.1 below for running totals.

2.0 Traffic & Transport Group

2.1 This Group met on the 28th April 2016.

2.2 Southmead Hospital - Simon Wood gave an update on Southmead Hospital building works and travel arrangements for staff. The group asked for an update about s106 spend related to the hospital. The statutory consultation on the lines and signs for the parking restrictions has closed and an Objections Report is being compiled. The scheme will be implemented this summer and reviewed 6-8 months after implementation.

2.3 The bus survey is complete and the data will be shared with the bus companies to feedback to the group.

2.4 The group looked at the Neighbourhood Partnership Plan priorities, see Agenda Item 10.

3.0 Grants Panel

3.1 This Group met on 24th May 2016. Attendees: Fiona Deas (Chair – Horfield resident), Anna George (Horfield) and Ruth Revell (Horfield). Appraisal forms were also received from Joy Langley (Lockleaze) and comments received from Cllr Claire Hiscott (Horfield), Cllr Gill Kirk (Lockleaze), Cllr Estella Tinknell (Lockleaze), though they could not attend the meeting.

3.2 The recommendations of the Panel are in the table below. The Neighbourhood Partnership Committee is asked to approve these recommendations:

Name of organisation	What's the funding for? Brief summary of project	How much requested	Funding recommended	Comments and Conditions

Buzz Lockleaze	Display shelves for fresh produce and wooden planters	£970	£0	Not considered value for money and poor cost benefit – application form starting talking about one thing eg garden and jacket potato and applied for funding for something else. Volunteer hours were excessive.
Horfield Health Centre	Carers Support Group afternoon tea and Health & Wellbeing Community events	£1,071.74	£600	The Panel really like this project. However, there are queries about what the cost for the tables at the Wellbeing event covers. Where the afternoon teas are located? Do not want to fund the administration and hosting costs as this, sounds like it should be part of the Community Resources Lead role.
Horfield Leisure Centre	Increase physical activity levels of local residents who are currently inactive and/or at increased risk of Health conditions related to lack of exercise	£2000	£1000	Agree with an initial focus on Lockleaze. Can they get Health Checks for free? We liked the football and mothers sessions so if would like these included. Suggestion to work with with schools, children's centres, GPs and Community Workers to refer into this scheme. Can staff volunteer as part of this scheme to make funds go further, or work with trainee PE teachers? Would welcome a future application if successful.
Lockleaze FC	Hire of pitch and training fees	£1,000	£1,000	Impressed by dedication and want to support but reluctant to pay for pitch hire an ongoing basis. Will fully fund this time but suggest negotiating with Fairfield and for other local business eg Tesco, for sponsorship in future.
Lockleaze Neighbourhood Trust	Various items for Love Lockleaze Festival	£2000	£2000	Really love this, great to engage community. Suggest that food lasts longer during the event and local businesses are better engaged
Owl Craft Grup	Rent and refreshments	£1062.50	£1062.50	Like project, good value for money.
Playing Out	Supporting and organising Playing Out events across the NP	£1740	£0	Liked the idea but need to be convinced about evidence of need and that it will appeal and be sustainable in more deprived areas. Would also like feedback about what was achieved in this NP with the Green Capital funding in 2015. Happy to receive this evidence with a resubmission.
South Lockleaze & Purdown	Creation and installation of wooden noticeboard	£2000	£2000	Like the idea of engaging local people in the construction. Need commitment from SL&P that it is widely advertised suggest they engage with Glenfrome, Fairfield, possibly and LPW. Need to ensure the locking mechanism works (preferably an allen key?) and the noticeboard is easy to open, not like the one in Emerson Square.
Total Wellbeing budget available:		£20,000	Amount remaining: £12,337.50	

SCAF	North Bristol Domestic Abuse Forum	£1000 from the North NPs	Up to £270 TBC at NP meeting	This was tabled at the meeting. It had been submitted to the Avonmouth and Kingsweston Wellbeing Panel. However, the event will cover the whole of the North of the city and will be held in Lockleaze. The group agreed that it strongly meets the priorities of this panel on a subject that, as yet, has received no applications. Recommend funding with the actual amount to be determined at the June NP once it is known how much funding can be sourced from the 4 other NPs in the North
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4.0 Neighbourhood Budget

4.1 The table shown below shows the 2016/17 Neighbourhood Budget, updated with the proposals for funding to date.

2015/16 Neighbourhood Budget Amount					* £54,403
Project	Description	Date approved by NP	Amount ringfenced £	Running amount	
Young People's Grant Panel	Devolved to Charlene Richardson to administer and carried over to 2016 calendar year.	27 th January 2016	£5,000	£49,403	
StreetScene	Annual meadows £1320 6 hanging baskets for Filton Road £1080	3 rd March 2016	£2,000	£47,403	
Local Traffic Schemes	Allocated to the Romney Avenue Road Safety scheme	3 rd March 2016	£4,000	£43,403	
Minor Works	Devolved to the Highways Officer to deliver agreed specific agreed projects.	3 rd March 2016	£4,000	£39,403	
Wellbeing Grant	Allocated to the Wellbeing Grants fund	3 rd March 2016	£20,000	£19,403	
Emerson Square	Support for new groups	20 th June 2016	£1000	£18,403	
Clean and Green	Devolved to the Neighbourhood Officer to deliver minor projects in line with the NP Plan.	20 th June 2016	£2,000	£16,403	
Remaining Neighbourhood Budget to allocate 2016/17				£16,403	

* The Neighbourhood Budget will be confirmed once Highways figures are received.

Items in blue are budget allocations suggested at this meeting.

5.0 Forums

The Forum reports can be found here <http://goo.gl/6IINsA>

5.1 Horfield Forum

5.11 This Forum was held on the 16th May, 20 residents attended

5.12 The police have had a successful quarter tackling traffic offences, parking, anti-social behaviour and drug dealing.

5.13 St John's Ambulance building is for sale. The Manor Farm Community Hub will be holding a summer event

5.14 The Forum supported a proposal to add Tackling Homelessness to the Neighbourhood Partnership Plan and gave some feedback on the Neighbourhood Partnership Plan priorities, see Agenda Item 10

5.2 Lockleaze Forum

5.21 This Forum was held on the 23rd May, 30 residents attended.

5.22 The Forum discussed setting up a Neighbourhood Watch, SpeedWatch groups and buses.

5.23 Purdown is no longer being considered for playing fields for Fairfield School and the Forum wanted confirmation that the application has been withdrawn. There is still a need to provide playing fields for Fairfield School and Muller Road Recreation Ground is currently being investigated, there is a public meeting about this on the 15th June

5.24 Stoke Park - there is a new Conservation Management Plan for Stoke Park. Metrobus will be doing some mitigation works. There will be a Consultation Day about future events and activities on 7th July 10-3pm. Construction of the Stoke Park Sculpture Trail will start on the 31st May. Litterpicks continue to happen the 1st Saturday of the month.

5.25 A new library will be opened on Gainsborough Square on 13th June 2016 opening times: Tue, Wed, Thur 11-4 and Sat 9-2

5.26 The Forum gave some feedback on the Neighbourhood Partnership Plan priorities, see Agenda Item 10

6.0 Stoke Park Dowry

The Stoke Park Delivery Group recommend that £2000 from the Stoke Park Dowry is allocated for summer walks and events on Stoke Park. The group have agreed that they will tender for someone to run a series of events from this fund. The tenders will be evaluated by the group and the winning tender will be presented at this Neighbourhood Partnership meeting. **The Neighbourhood Committee is asked to approve the allocation of £2000 from the Stoke Park Dowry and to approve the winning tender.**

Amount of Stoke Park Dowry remaining if this allocation is made = £23,000

7.0 City-wide Neighbourhood Partnership meeting

You are all invited to the next city-wide Neighbourhood Partnership meeting on Wednesday 20th July 2016 at Central Library 6.30-8.30pm. There will be discussion about the parks investment programme, to celebrate the work of the Neighbourhood Partnerships towards delivering their Neighbourhood Partnership plans and to discuss the City-Wide Neighbourhood Priorities, which are Community Resources, Hate Crime & Cohesion, Employment, Environment, Health, Highways and Transport, Parks and Young People.

The Neighbourhood Partnership to nominate attendees and decide if they want a 15 min slot to share key pieces of work linked to the NP plan or any of the City-Wide priorities please contact Hayley.ash@bristol.gov.uk .



AGENDA ITEM NO. 11

**Horfield & Lockleaze
NEIGHBOURHOOD PARTNERSHIP
JUNE 2016**

Report of: South Lockleaze & Purdown Neighbourhood Group C.I.C.

Title: Recreational Facilities & Play space within South Lockleaze & Old Library, Eastville

Contact details: Emily Shimell – Emily.shimell@gmail.com, southlockleaze@gmail.com

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RECOMMENDATION:

The South Lockleaze & Purdown Neighbourhood Group C.I.C. are requesting Devolved Section 106 monies from the Horfield & Lockleaze Neighbourhood Partnership, "04/00721/Former Hewlett Packard Site, Romney Avenue, Lockleaze/...SB60".

We are requesting access to £50,000; £40,000 for developing an off-site play area & recreational space within The Old Library & Purdown, and £10,000 for maintenance.

We believe there is strong need and demand in this area for an improved recreational space with play facilities, both demonstrated within surveys, polls & meetings, alongside the current information in the Bristol Parks & Green Space strategies for this area. Please see below for further details on our proposal.

South Lockleaze & Purdown Neighbourhood Group C.I.C.

Request for Section 106 Funding for recreational facilities at The Old Library & Purdown.

Summary

The South Lockleaze & Purdown Neighbourhood Group C.I.C. are requesting Devolved Section 106 monies from the Horfield & Lockleaze Neighbourhood Partnership, "04/00721/Former Hewlett Packard Site, Romney Avenue, Lockleaze/...SB60".

We are requesting access to £50,000; £40,000 for developing an off-site play area & recreational space within The Old Library & Purdown, and £10,000 for maintenance.

We believe there is strong need and demand in this area for an improved recreational space with play facilities, both demonstrated within surveys, polls & meetings, alongside the current information in the Bristol Parks & Green Space strategies for this area.

Access to these funds would enable us to not just improve play facilities for residents in this area, but would also greatly enhance other community facilities as part of the wider project.

Overview of South Lockleaze & Purdown Neighbourhood Group

South Lockleaze & Purdown Neighbourhood Group C.I.C. was set up in November 2015 by Emily Shimell, Debbora Hall, and David Walwin, who all live in South Lockleaze. The Group was established to facilitate and encourage community activity and cohesion in our area, drawn together in large part by a passion to protect and make the most of the amazing area in which we have chosen to live.

Our community led, non-hierarchical, approach will increase social cohesion and empower people to become active citizens to improve their social, physical, and economic environments. The Group's core purpose is to work with all people, residents, and community groups within South Lockleaze and Purdown, and immediately surrounding areas to formulate solutions to local issues.

Our broad aims as a group are:

- To run and sustainably manage the former Eastville Library building.
- To empower people to make positive personal and social change.
- To increase social cohesion and resilience in our community.
- To contribute to the diversity of cultural activities in the South Lockleaze area and Bristol as a whole.
- To protect local green space & to improve recreation, events & community activities that can take place in our neighbourhood.
- To positively engage with diverse audiences living in the South Lockleaze and Purdown area, including, but not only: socially excluded groups, including young people, older persons, socially isolated individuals, ethnic minorities, refugees and displaced people, the LGBT-Q community, individuals with learning difficulties; as well as single people, parents, family groups, and childless people. Further, to provide a safe space for members of the community, regardless of gender, age, sexuality, race, ability, or refugee status.
- To provide computers and internet access to the local community.
- To achieve all of the above through following the principles of asset based community development. Allowing activities to be driven from the bottom up by using the skills, energy, and aspirations of individuals in our community.

Need & Demand

Covering the area between the railway line to the west and south, the M32 to the east, and the beginning of Romney Avenue to the north, this area covers approximately 1000 residential properties alongside the Priory Hospital and Glenfrome Primary School and the green space and woodland of South Purdown and Sir Johns Lane Allotments. The area of South Lockleaze also includes the Eastgate retail park.

The South Lockleaze and Purdown Neighbourhood currently has one community space – the Old Library, Eastville – alongside two churches in walking distance. The area includes Eastgate Retail park, alongside Glenfrome Primary and Fairfield High Schools, which provide hire of indoor & outdoor sports facilities.

Many residents, local organisations, and councillors, have long seen the area we have defined as South Lockleaze and Purdown, as a “no-mans-land”. Although South Lockleaze and Purdown falls within the Lockleaze Ward, residents are positioned on the edge of the Horfield and Lockleaze border, Eastville border and St Werburghs border, and due to this, do not believe they get much recognition from any of the groups or associations set up to provide community services and support to the residents. In fact, the area is not included within the Residents Guide for Lockleaze and Horfield, and has not been covered within the Lockleaze Neighbourhood Development plan. In addition, the east of the said area is recognised via address/postcode as Eastville, but is not covered by the Eastville council ward, and is therefore not included within Eastville development plans or associations either.

This situation causes a lack of recognition and therefore lack of provision of facilities or support, of which we believe has become detrimental to the wellbeing of the residents of this area.

There is both a lack of community spaces and facilities in this area of North Bristol, and a lack of childrens play space, as shown within the map below. This map shows the areas covered by Childrens Play Space (blue, shown by key) demonstrating the suitable Distance Standard set out within the Bristol Parks Strategy, alongside the area covered and focused on by the South Lockleaze & Purdown Neighbourhood Group (purple circle).

Areas where the standard is currently met

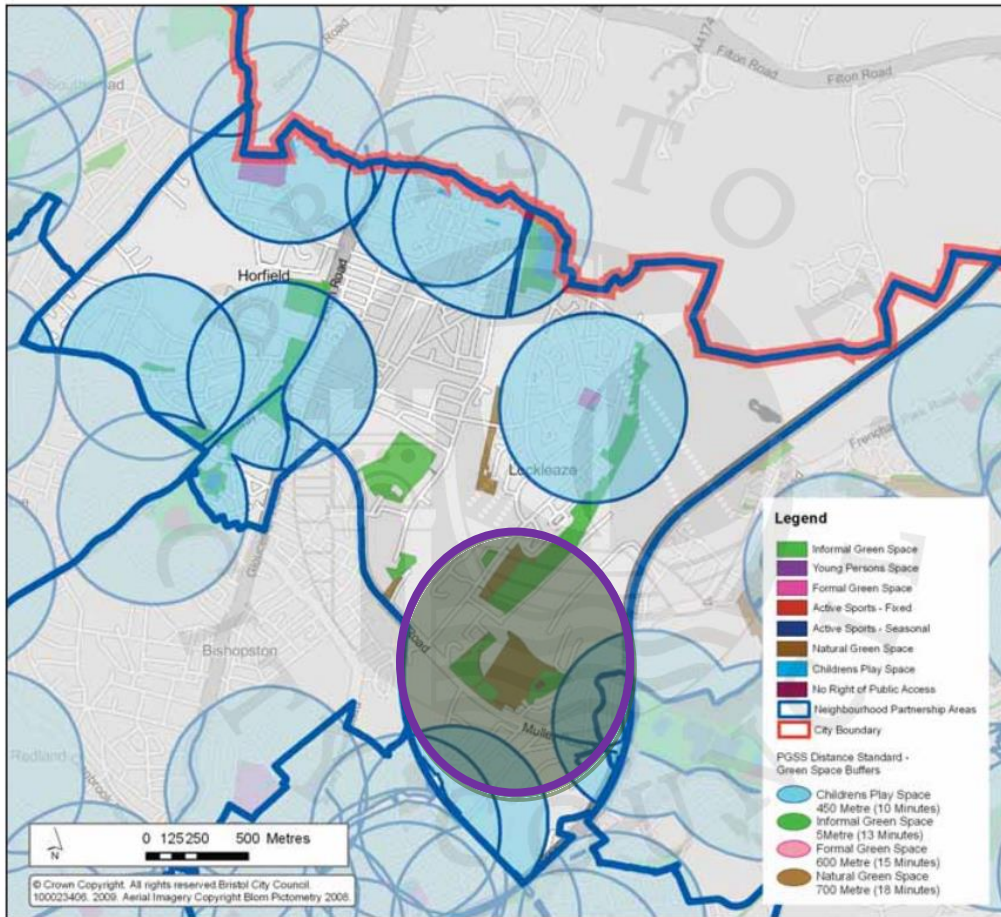


Figure: Childrens Play Space referring to Distance Standard (table 1 below)

The distances proposed are in the table below:

Distance Standard	Distance 'as the crow flies' (metres)	Estimated Time (minutes walk)
Distance to the nearest green space	400	9
Children's play space	450	10
Formal green Space	600	15
Informal green space	550	13
Natural green space	700	18
Active sports space	Determined by Playing Pitch Strategy	

Table 1: Distance Standard proposed within Green Space Plan

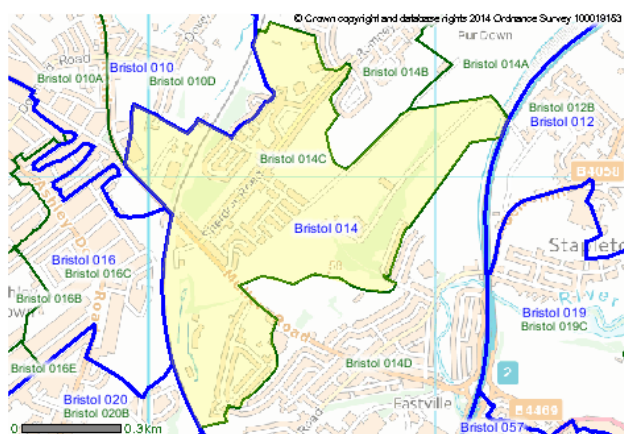
Demographics of South Lockleaze & Purdown

Using data from the Office of National Statistics (Covering datasets Bristol 014C and Bristol 014D, shown by the maps below) we have developed an understanding of the demographics of our area so that we can ensure provision is made to best serve the residents of the area.

Description

Bristol 014C lies within Bristol 014 (Super Output Area Middle Layer).

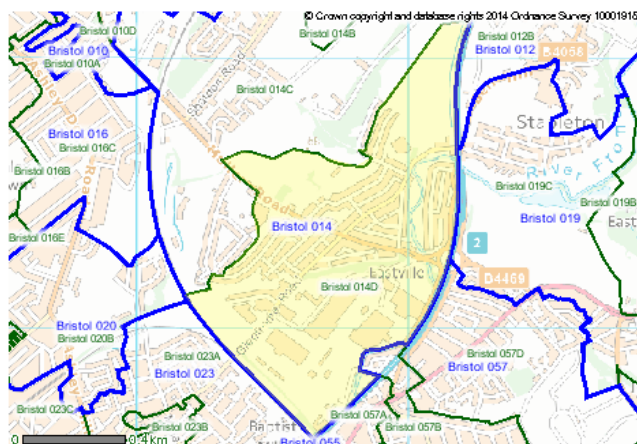
This area belongs to the 2011 Statistical Geography Hierarchy list of areas.



Description

Bristol 014D lies within Bristol 014 (Super Output Area Middle Layer).

This area belongs to the 2011 Statistical Geography Hierarchy list of areas.



Across the two areas in question, we have recognised a number of key statistics which form a basis to our understanding of the demographics of the area, and will be one of many factors when deciding upon the levels of activity provision within the Old Library. We are aware that in 2011:

1. 40% of households have children residing within them
2. Over 10% of people were retired, less than 10% were students
3. 25% of people had no formal qualifications (GCSE, apprenticeship, degree or other)
4. Almost 10% of people claimed incapacity benefits
5. 80% of people were born in the UK, 20% EU or Other
6. Approximately 13% of people identified as Asian, approximately 18% as Black/African/Caribbean

Other Demographic information can be found in our [Online appendix](#) and includes:

- Age range
- Religious beliefs
- Benefit claimants
- Occupation of all people in employment
- Qualifications
- Household composition & accommodation type
- Crime rates

The official national statistics data was compiled during the census of 2011. However we recognise through events & local knowledge that our local area has a changing demographic.

It has been widely noted by many residents that many young families and those with young children have moved into this area within the last 2-3 years.

Rousham Road Playing Out group have also carried out their own monitoring and have shared statistics with our group. They run a playing out session once a month, covering Rousham Road, Dormer Road, Bridge Road, Allfoxton Road, Stottbury Road and Spalding Close – approximately 250 houses. They have informed South Lockleaze & Purdown Neighbourhood Group that 40% of their area are families, with approximately 50% of those having moved to the area or had children within the last 2-3 years.

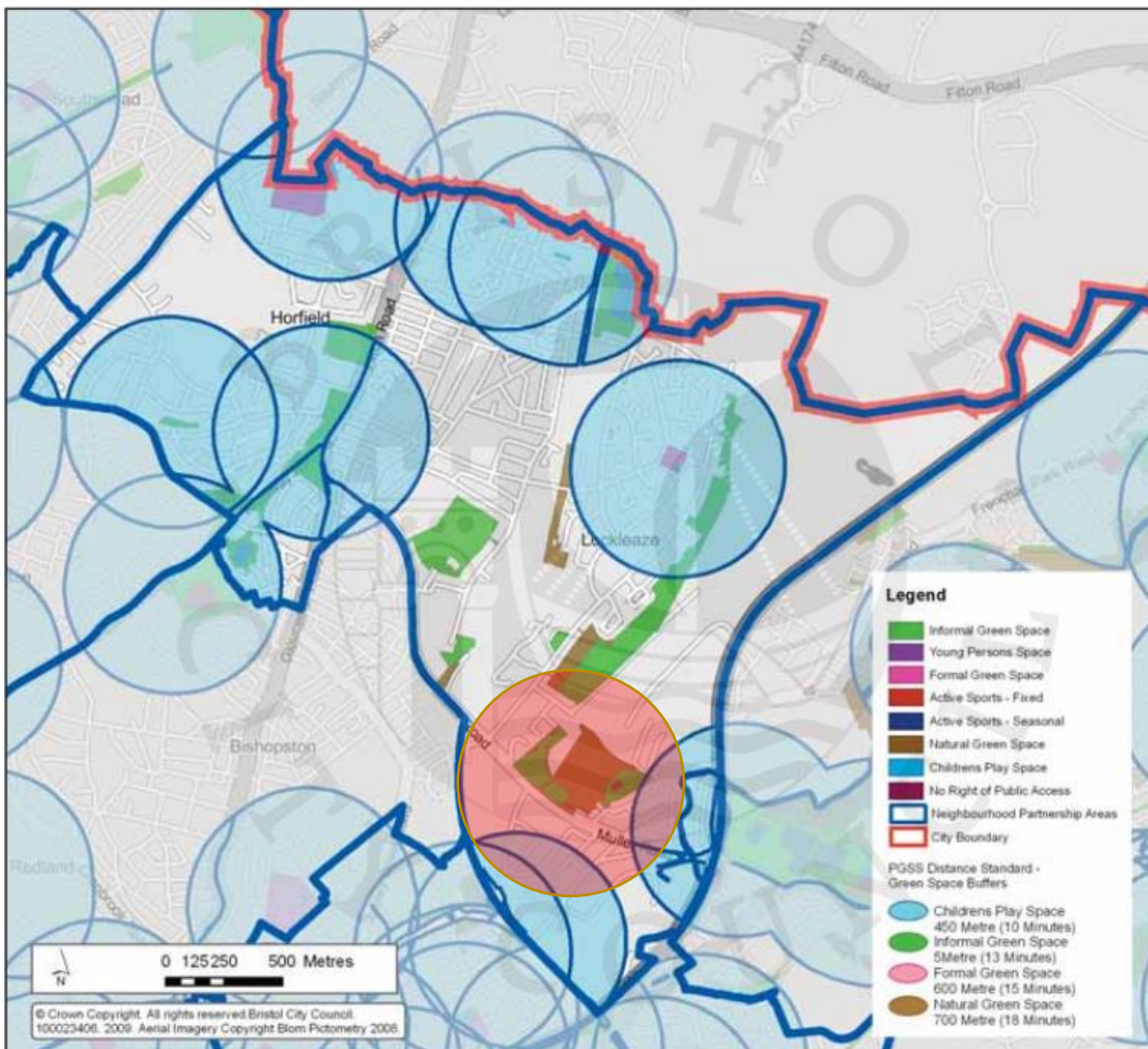
Rousham Road Playing Out group have also stated the social demographic of their activities are approximately 60% White British, 20% Black British and 20% Asian British.

What would we like to achieve?

The South Lockleaze & Purdown Neighbourhood Group C.I.C. would like to improve access to childrens play space within our area. With our recent and ongoing project at the Old Library, we see a strong need to improvements and access to recreational facilities, and our aims as a group are to create a community hub in our area that encourages residents to come together in a safe and friendly space, which promotes creativity, education and social inclusion.

Our aim is to create a natural and creative play facility within our larger recreational project, that provides play facilities for ages 1 – 12, located in a space where adults can feel comfortable and connected with their community too. Our aim is to include local residents in the design of the space to help engagement and sense of ownership, with traditional crafts & woodwork skills included to help improve skills in our neighbourhood.

We would like to include training for a number of local volunteers to assist with ongoing maintenance, which would also improve the skills and wellbeing of residents in this area. The diagram below shows the area the space would cover in relation to the Green Space Plan Distance Standard, covering a large area of previously unsupported houses.



We also believe a play space here would attract residents to our new community hub, meaning increased engagement with different groups who may not have previously been interested in the Old Library community project, thus improving knowledge of, and access to additional events, activities and groups that take place at this space. This will also provide a platform for the rest of the ward to share activities occurring in other areas of the ward, through notice & information boards at the library.

To ensure social inclusion for different ethnicities and backgrounds, the Old Library is developing activities and events to encourage inclusion, including share your culture days, food nights, and encouraging people from different background to help us as a community come up with new activities that would be more welcoming to their particular background.

We are also looking into the ability to translate leaflets and messaging into Urdu with a local resident, and actively promote our book swap as having an Urdu book swap section. We are also developing new relationships with Fairfield School through community gardening and fundraising activities, which we believe will enable us to encourage a wide range of local young people to get involved within this community of many different backgrounds and ethnicities, alongside opening discussions with the Muslim Scout hut on Muller Road around joining together for fetes & events.

Research & Consultation

Throughout our wider Old Library project, we have carried out ongoing consultations with local people and residents, to help us shape the overall project. This has included over 1000 leaflets delivered throughout South Lockleaze, online and offline polls, discussion boards at meetings and door knocking sessions. We have also referred to in-depth consultations carried out by the Bristol Community Land Trust in 2013 & 2014 for development and provision of facilities in the area.

Garden Survey

An independent group carried out a garden survey online, to help shape the decisions for the garden space of the Old Library. This survey was shared via email and on various Facebook groups, and resulted in 47 respondents within 2 weeks.

The top response of things residents would like to see in this area was a play area. 70% of respondents to the survey wanted to see this included in our neighbourhood.

Example of Quotes from Online Survey Responses

"I feel a park would be a great use of green space – a few families living in this area live in cramped accommodation and to have a safe space to use and explore with their families would be very beneficial to their health & wellbeing. Also, there are very limited play spaces in the Eastgate/Muller Road area."

"There are no play areas for young children in the surrounding areas – Purdown is crying out for a play park and sandpit"

"Community garden & some interesting play things for kids of a wide age range. I like what they have done at St Werburghs farm café garden"

"Play area for children, fenced so that the area is safe from the road, with seating area for adults"

"I would like to see a secure outdoor play area for children – we are tremendously lacking facilities of this type in this area"

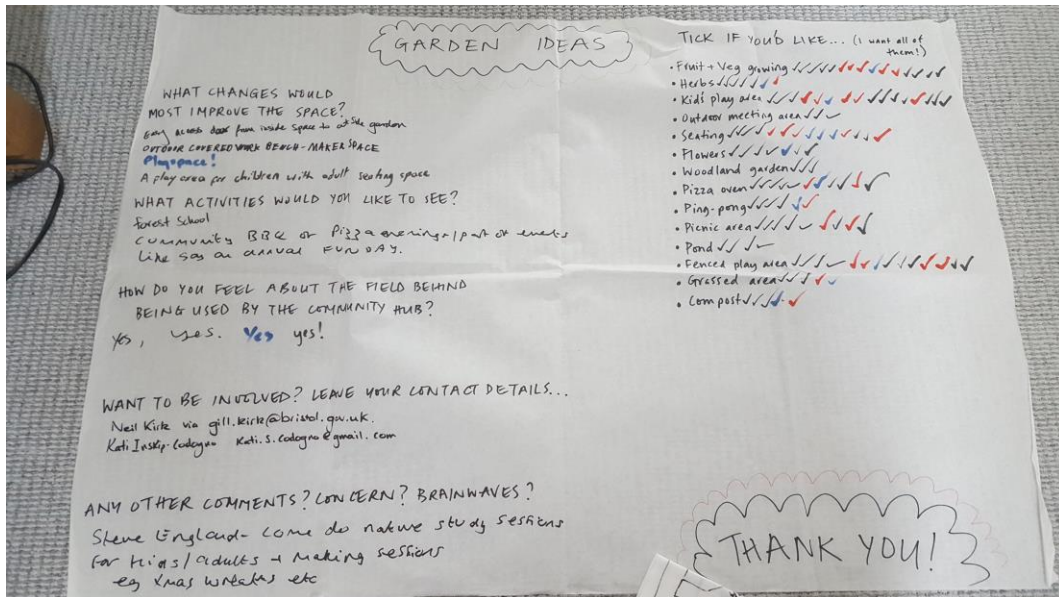
Offline Independent Survey

We also invited the team who carried out the Online Garden Poll to attend our initial library open meetings, to share ideas of plans and ask for response.

The meetings were very widely attended, after invitation via leaflet to over 1000 homes in the area, alongside many online announcements on social media, including Facebook, Streetlife and to our email contact database of over 150 local residents.

We had approximately 40 people attend each of the 3 meetings, many of whom commented on and added ideas to the list of things they would like to see in this area. The three "most wanted" items for outdoors were Community Fruit & Veg growing, Childrens Play area, and Pizza oven.

The image below shows one of the response pages that was available for all attendees to add to and comment upon.



Meeting 1: Garden Idea responses

Our Own Online Poll

South Lockleaze & Purdown Neighbourhood Group also carried out our own online poll, to help us shape decisions for our original business plan. Our online Poll was filled in by 69 respondents, which resulted in 8 leading activities and facilities wanted by residents in our area. These were:

- Community run café
- Hire space
- Book swap shelving
- Community events
- Outdoor Children's play area
- Community food growing space
- Community shop
- Talks, exhibits & discussion space

Note: We would like to make the partnership aware that of these top 8 priorities for the group, we are able to fulfil 7 of the 8 without neighbourhood funding requests.

Door Knocking

Door knocking has been carried out to all houses adjacent to the Old Library land, of whom may be affected by activities taking place in the outside area. Each house was visited, with leaflets & information about what we are aiming to achieve, and individuals were asked about their views to having a play space & community garden. Of all discussions held with residents, 100% recognised the positive impact this would have on the area and space, and were all in favour of our plans.

Bristol Community Land Trust Consultation

Bristol Community Land Trust carried out 3 consultation events in 2013-2014, when developing a plan for an area of development near the former B&Q, Muller Road. These events were held

at the Eastville Library, and demonstrated a wide consultation to many residents in this area. Within this consultation, they were strongly focused on improving existing facilities, and responses included the fact that the area had “limited play facilities”, “not enough play & community facilities at the bottom of Lockleaze” and “Youth Club now gone, better facilities for the young needed”.

The Bristol Community Land Trust Consultation and survey results can be seen in our [online appendix here](#).

What are the plans?

Those interested in the garden & green space within our group have had numerous meetings, which were open to all residents in the area, and all were made aware of through numbers of channels – email, leaflets & social media.

Within these meetings, we discussed the needs and wants of families in the area as widely as possible, and followed this with discussion with a number of suitable local playground design & manufacturers, namely Touchwood and Green Play project. These organisations have created a number of well used play spaces across the city, including St Werburghs Primary, Hotwells Primary and St Werburghs Farm. Both groups have visited the site, and listened to a range of parent's and children's opinions, along with understanding what we are trying to achieve at the Old Library.

The aim is to provide a natural play space that follows the ethos of the Neighbourhood Group, inspires creativity and encourages natural exploration for children.

The development would include opening up a corner of the space which is currently run down, overgrown and is used as a hidden hangout behind the library space. We would also like to utilise a small area of space connected to this that is adjacent to the library land as we believe this would improve security, safety and access for those accessing the space from Purdown.

The play space would be developed within the trees and use the natural slope of the land for some of the creation. We would also be looking to improve the paths accessing this space and ensure access for wheelchair users. We would also be providing some outdoor fencing to improve safety of the space from Muller Road and a lockable unit for outdoor storage of movable parts, materials & additional play equipment.

An example of the type of recreation we wish to create are shown below (ideas from Green Play Project and Touchwood).



THE OLD LIBRARY - EASTVILLE -

Ideas for developing the outdoor space
by Green Play Project



Clearing the scrubland will open up access to the trees and provide space for climbing elements and teepee dens.



A shipping container provides a large secure storage space. The timber cladding creates an attractive facade with integrated insect habitats. Other features include a green roof and sail shades, which provide a sheltered space for seating and an outdoor cooking area.



Natural loose parts provide children with material that can be moved and incorporated into their play.



A designated area for messy play provides a space for children to creatively connect with nature.

Images provided as ideas for The Old Library, by Touchwood Natural Play



What next?

If given access to this fund, the South Lockleaze & Purdown Neighbourhood Group would hold further meetings with local residents and groups, alongside the relevant playground design teams, to come up with a finalised plan and design for the space.

The aim would be to create a phased development plan to ensure the correct equipment and facilities were put in place, in the correct positions, based upon usage and feedback of previous phases. We would also develop an ongoing maintenance plan in line with the council's own maintenance requirements. We would expect phase one – including plans & design, and first facilities installed - to be completed within 3 months of funding, and phase two – second phase of equipment installation – to be completed by the end of 2016.

We welcome discussions with the council and neighbourhood partnership on taking this forwards, and would like to ensure we take into consideration all parties opinions, to ensure the longevity and sustainability of the recreational area. We would also fully ensure that in the event of any underspend of the funds, that it be invested back into further recreational improvement in the Lockleaze Ward.

We look forward to further discussions and providing further information if required.

Public Sector Equality Duty

Before making a decision, section 149 Equality Act 2010 requires the Neighbourhood Partnership to consider the need to promote equality for persons with the following “relevant protected characteristics”: **age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation**. The Neighbourhood Partnership must, therefore, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation
- Advance equality of opportunity between different groups who share a relevant protected characteristic and those who do not share it.
- Foster good relations between different groups who share a relevant protected characteristic and those who do not share it.

The duty to have due regard to the need to eliminate discrimination in the area of employment, also covers marriage and civil partnership

Insert a note below on how the public sector equality duty is relevant to the proposals and how the duty has been taken into account in developing the proposals.



MY NEIGHBOURHOOD

Horfield & Lockleaze Neighbourhood Partnership Meeting 20 June 2016

Title: Progress Report – for information

Report of: Caroline Hollies, Neighbourhood Partnership Coordinator

Contact details: 0117 92 23977 or caroline.hollies@bristol.gov.uk

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Environment

By doing	activity/project detail	Funds	Update
Improve Horfield Common	Install new bins and improve benches where needed	£2315.84 Green Capital £415 Clean and Green	There is a rolling programme of bench replacement. The bin will be moved this Spring. Friends of Horfield Common are in the process of installing a Walking and Running Route, awaiting installation of the art work on the posts.
	Improve the all-weather surfacing on Horfield CPG	Around £40,000 (Parks budget)	On the Parks "To Do List" – they have allocated funds
Improve Gainsborough Square	Complete landscaping works, including children's playground as part of new development	£0	<ol style="list-style-type: none"> 1. The canopy pavilion – steel frame installed mid June, bench seat early July and will be in place by the Love Lockleaze Festival 2. Shop frontage improvements to be carried out – Paul Owens 3. The repair works to a small area of the path surface on the inside of the Square (the yellow Mastertint path) are to be carried out.

Agenda Item 12

By doing	activity/project detail	Funds	Update
	Put up Christmas tree	£9369 s106	Tree installed and festivities very positive
Improve Stoke Park	Deliver Stoke Park Management Plan	£5,000 (Dowry) +£1000 (Wellbeing) +£2714 Green Capital	Installed 6 benches, ran a programme of events and walks, young people's sign making project, various conservation works linked to outdoor education events on Purdown St John's Wall – to be completed early June Sculpture Trail £1000 Wellbeing + £1000 Dowry – start 31 st May Stoke Park Conservation Management Plan has been consulted on and Estates are using this to write a business case. 7 th July - consultation on events and activities in Stoke Park
Improve Monks Park	Install disabled swing	£3600 s106	Disabled swing installed
Plant wildflower meadows	- Replanting existing - Sponsorship to continue/ extend planting	£1320	Very successful meadows – lots of positive comments £1320 allocated in March 2016 NP for Purdown by Muller Road, Lockleaze Green off Romney Ave, Horfield 1 (top of Muller Rd) and 3 (Wellington Hill West) and looking at replacing the perennial bed 2 by the Church. Gainsborough Sq meadows will stay as part of the re-generation project
Increase the number of trees planted across the NP	Identify tree planting opportunities in streets and parks. Produce prioritised list. ID funding	£3000 Green Capital, £2000 Wellbeing	Last year – Horfield Common – standard trees and woodland planted Lockleaze Community Orchard planted 11 fruit trees Replacement street trees - 19 funded by Bristol University Purdown - 1120 woodland trees Lockleaze Open Space - 125 woodland trees Lots of people involved in tree planting These campaigns resulted in 2 potential Tree Champions coming forward – 1 from Horfield and 1 from Lockleaze

By doing	activity/project detail	Funds	Update
Improve Filton Avenue shopping area	Procure and maintain hanging baskets. Investigate sponsorship from local businesses	£1080 Neighbourhood Budget	Hanging baskets looked good, but businesses not willing to engage and were quite negative. NP allocated £1080 for 6x hanging baskets for Filton Avenue. Businesses consulted 12/13 in support. 1 business – PlumbTec offered £50 sponsorship.
Air Quality	Monitoring and awareness raising project	£284.16 Green Capital	Additional air quality monitors installed in Horfield. Support given to stop the diesel generators being built in Lockleaze.
Improving the quality of the street scene environment	Litter: Inform, educate and enforce in hotspot areas	£1950 Green Capital	Last year – litterpicks carried out by POP group around Horfield and Lockleaze, Purdown, Gainsborough Square. Once a month litter pick in Stoke Park.

Traffic & Transport

By doing	activity/project detail	Funds	Update
3 year programme of Local Traffic Schemes	Beaufort Road – block off to prevent rat running		Scheme suggestions were drawn up but as the Sainsbury's development was not going ahead the scheme was put on hold.
	Muller-Glenfrome – re-sequence traffic lights	£3500	Complete
	Murdoch Square – install bollard	£1000	Complete
	Church Rd – relieve congestion		Design drawn up. Road is now in Bishopston – have passed to BCR
	Romney Ave road safety		Design drawn up
	Improve Wellington Hill zebra crossing	£5000	Belisha beacons upgraded. Non-stick surface to be installed this year. Mobile speed camera has been located here.
	New zebra crossing on Kellaway Avenue		Consultation completed. Works due to start on site.
Bus services	Improve quality and reliability of bus services		Bus survey carried out – around 200 responses received. Results will be combined and analysed and used to engage with bus companies.
Train station	Lobby		West of England partnership decided against a train station for Horfield/ Lockleaze.
Reduce parking issues	Southmead Hospital Parking		Over 800 responses were received from the initial consultation. 225 objections to the design have been received. An Objections Report is being written and dependent on the conclusions, work could start on site this summer. Multi-agency day of actions have been organised through the year to ticket and leaflet cars.

Crime & Community Safety

By doing	Activity/project detail	Funds	Update
Tackle ASB	Emerson Square		<p>LPW have carried out sessions with young people. Police have imposed a curfew which is mostly being adhered to. ASB team and police state that most complaints do not qualify as Anti-Social Behaviour and are just children playing.</p> <p>Community noticeboard - designed and built by young people installed</p> <p>Door knocking and online survey has been carried out to understand issues more clearly. Have received 22 responses from 54 target households. The majority, 58% do not notice or sometimes notice disturbance from the park, 13.6% find it regular but not negative and only 13.6% (3 people) say it affects their quality of life. 66% were in favour of a group, 33% of these wanted a Neighbourhood Watch Group while 66% preferred a Friends of the Park Group. Next step is to set up a group and engage wider community.</p>
Domestic Abuse	Work through the North Domestic Abuse Forum to raise awareness		Discussed potential funding applications

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Housing, Planning and major projects

By doing	Activity/project detail	Update
Influence new developments across the Neighbourhood Partnership	Lockleaze Voice Neighbourhood Development Plan	Forum and NP comments submitted and posted on website. Consultation on the draft plan is complete. Have requested an update from the Lockleaze Voice Neighbourhood Development Forum
	Lockleaze Development	Paul Owens – Project Officer has been looking at development sites and need in Lockleaze. He has produced a Communication and Engagement Plan.

Families, young & older people

By doing	Activity/project detail	NP Funds spent/ NP Funds required	Update
Improve facilities and activities for Young People	Audit existing Children and Young People's activities and facilities. Identify gaps and issues. Develop action plan	£4361 Green Capital £10,953.50 Wellbeing	<p>Lots of activities have been funded locally for children and young people including the Christmas panto, food growing at The Vench, Nature trail at Filton Avenue School, Glenfrome School EASTgate roundabout improvements, free visits to @Bristol, Vulnerable Girl's Group, family activities on Purdown and Stoke Park etc.</p> <p>All children and Young People's activities and facilities have been mapped. Audit of how many and who will be carried out for each activity, followed by gap analysis and plan.</p> <p>See Appendix 1 for the update on young people's activities from LPW for Quarter 4 2015-16. The citywide report is here: https://www.bristol.gov.uk/documents/20182/34964/Bristol+Youth+Links+2015+Oct-Dec+Summary/32c66792-0e89-46c9-9755-765204767285</p>
	Install new facilities at The Vench	£93,000 s106	Please see Appendix 2 for an Update on The Vench from Groundwork South
Increase the voice and influence of Young People	Set up Young People's Grants Panel	£5000 Neighbourhood Budget	Grants Panel set up but no applications received for this first round. Charlene is reviewing how to publicise.
Increase the activity of older people in the area	Support programme of activities and improvements	£3868 Wellbeing	Projects funded for older people this year include Volunteer Drivers and Befrienders from Horfield Health Centre, Creative Crafting at the Hub, the Older People's shopping bus. Older people would also benefit from projects supported by Wellbeing and run by The Noise, Love Lockleaze festival