



Greater Bedminster Community Partnership Agenda

Date: Monday, 3 July 2017
Time: 7.00 pm - Time Not Specified
Place: Southville Centre, Beaufey Road, Bristol, BS3 1QG

1. **Welcome, apologies and introductions**
2. **Feedback from the GBCP consultation with current and potential members (Pages 4 - 16)**
3. **Bristol City Council update**
4. **Way forward and next steps**
5. **Community updates**
6. **Minutes of the last meeting on 27th March 2017 (Pages 17 - 20)**
To agree the minutes of the previous meeting as a correct record.
7. **Any other business**
8. **Date of the next meeting and close of meeting**

Contact – The local Neighbourhood Partnership (NP) Coordinator is:
Andrew McClean,
Land Line Tel: 0117 9224446
Mobile Tel: 07467335714

e-mail: andrew.mclean@bristol.gov.uk

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.

Building strong communities where we live

We asked neighbourhood communities to tell us what help and support is needed to become self-organising and to pursue local priorities. This is our response. This will need to be reviewed once the City Council has carried out consultation and made a decision about arrangements going forward. When it comes to communities organising and taking action the city council is a minor player. There’s far more happening without us than with us or because of us. This is an offer of support but it is by no means the only support available. We want to encourage everyone to make new connections where they live and across the city to tap into the wealth of resources and experience. We also welcome ideas and suggestions from people who feel they can help.

What are we trying to achieve?

- To inspire more people to get involved with the life of the city – we all have something to give.
- To continue to build communities where people, in all our diversity, connect, self-organise and take action on the things that matter.
- To address inequality in the city by focusing our collective effort and resources on the areas that most need them.
- For communities to influence council decisions and the way we work.
- To be inspired by, learn from and share what we know across the city.
- Inspire future generations to be involved in the life of the city.

Some notes on what we’ve said

We recognise that whilst most of us have access to online resources some of us don’t and we need to work together so that everyone is included.

Ask	Offer	ACTIONS
Establishing a community space & widening the network		
Help to establish community space which connects with a wide group of people and have involvement from	Through citywide networking events and where possible dedicated training (open to all) we will provide a space to learn from each other and explore different ways of running and facilitating a community space/network which is open and accessible. <i>We recognise some areas will need more help than others – see table below</i>	Networking events

relevant partners as appropriate	<i>which sets out how we will deploy BCC Team resources</i>	
Fun and creative ways to facilitate conversations and create more inclusive community spaces	We will provide a forum for sharing ideas and different approaches at networking events.	City wide networking events July September/October
Create more inclusive community spaces	We are exploring specific conversations or training about how we create more inclusive and diverse community networks and is subject to resources.	BCC exploring with SARI and Black Southwest Network and others who have experience
Asset mapping	<p>Bristol has a good map of resources – everything from where you can access IT to allotments. http://maps.bristol.gov.uk/pinpoint/</p> <p>Asset mapping is also about people. An asset mapping process can be a really good way of a community having a conversation about what’s important. It is created and owned by local people. – Does this need to be expanded? As in whether there is to be any support offered around this? Seems a bit ‘on it’s own’</p>	Workshops on using pin point in local areas
Making connections, reaching out and sharing information. Community groups have a way of sharing information with anyone who wants to take part.	<p>COMING SOON: Free help and advice with marketing 6th June 5.30-7.30pm https://www.voscur.org/calender/event/free-marketing-support-speed-matching-media-trust</p> <p>There are two ‘peer support’ networks about communications – details can be found on the Voscur website under ‘peer support’.</p>	
How to use Facebook, Twitter	<p>There are LOTS of ‘how to’ resources online – here is just one http://www.communityhowto.com/</p>	

	<p>There are also ways to connect with people beyond your circle: Bristol Women’s Voice https://www.bristolwomensvoice.org.uk/ Bristol BME Voice http://www.bristolbmevoice.org.uk/ Bristol LGBT http://lgbtbristol.org.uk/ Bristol Disability Equality Forum http://www.bristoldef.org.uk/ The ‘voice’ magazines http://www.localvoicenetwork.co.uk/ Ujima Radio http://www.ujimaradio.com/ BCfm http://bcfmradio.com/ Made in Bristol TV https://www.madeinbristol.tv/ Bristol 24/7 https://www.bristol247.com/</p> <p>There are lots of free and accessible ways of spreading the word in Bristol from community newsletters, free newspapers, radio, Facebook, Twitter. There are lots of people making great use of Facebook, Twitter and Wordpress websites already – there’s lots of experience which can be shared. There are also online resources.</p> <p>We will provide opportunities for learning more about these media and how to use them through the networking events but please don’t wait. Take a look at what some communities are already doing: http://www.stgeorgenp.org.uk/ https://henburybrentrycommunity.org.uk http://www.bcrnp.org.uk/</p> <p>The City Council will not be able to sustain ongoing charges for domain names. We will work with communities to find ways to sustain an established web presence.</p>	<p>Workshop focused on using online networking and information sharing</p> <p>Community networks establish email group or other social media networking</p>
	<p>COMING SOON.....</p> <p>‘Made Open’ is a new online forum to connect with people who care about the same kinds of things. Bristol City Council is working with others across the</p>	<p>Information at citywide networking event</p>

	<p>region to set up a new web platform where people can get in touch to get stuff done. Watch this space!</p> <p>There will be information at networking events when it is launched.</p>	
	<p>Introduction to Asset Based Community Development (ABCD)/community building Wed 20 Sept. A dedicated workshop for neighbourhood community groups can be organised if there is demand. Contact terry.black@bristol.gov.uk</p> <p>ABCD / Community building workshop at networking event</p>	<p>BCC Community Development Team</p>
<p>Contact lists & looking after data</p>		
<p>Community group holds a list of contacts – individuals and local organisations.</p>	<p>Once the community have decided how to hold the contact information BCC will give everyone on our lists the opportunity to sign up to the community network. We will pass on contacts for organisations and local resources.</p> <p>Holding and handling data about people - There are some important things to know when looking after names and contact details. We will provide a workshop about how to look after data.</p> <p>There are lots of useful free resources such as ‘mailchimp’ which means you can send out e-bulletins whilst keeping names and contact details private. https://mailchimp.com/</p> <p>There are a number of ways to store information and data on line which is secure but can also be shared between a named group of people. For example Google Docs.</p> <p>https://trello.com/ is a way of managing a project where there are an agreed list of actions, a group of people are doing different things and can keep each</p>	<p>BCC team help people sign up to new networks</p> <p>Workshop about handling/storing information about people</p>

	<p>other updated. 'Fishponds People' are using Trello to share ideas and keep updated on agreed actions.</p> <p>We understand not everyone is online. How can we support people to take the leap or find ways of making sure everyone that wants to be involved is involved?</p>	Shared – problem solving to include people not on line.
Using Facebook	We will work with community groups to help set up Community Facebook pages where there are volunteers who want to do this but want some support.	Work together to build Facebook contacts and connections.
Somewhere accessible to meet		
Access to accessible venues for community spaces.	Voscur will maintain a list of accessible venues across the city, how to book them and what they cost.	Voscur to maintain list of accessible venues on website by 1 st July.
Access to BCC buildings	Where communities have been meeting in BCC buildings with support from BCC officers we will confirm the position going forward.	BCC to clarify arrangements re access to BCC venues.
Skills and knowledge to set up and run a successful community group		
Governance, structures, policies, procedures and legal – setting up and running an organisation	<p>VOSCUR runs the support hub for community groups and has a programme of training but can also run specific training for small and emerging groups about how to set up.</p> <p>For people/groups wishing to set up a new group or community enterprise Voscur is offering the Kick Start programme. The next course is in early July – you can enrol at Voscur.org/Kick-Start. This course is free of charge, but there is an application process to ensure that the course is right for you.</p>	<p>Voscur/BCC</p> <p>If your network is interested in this please talk the NPC for your area</p>
How to plan and run an event	Voscur can deliver training - we would need a minimum number of 12 people and would charge an administration fee of £15.00 to neighbourhood groups to help to ensure commitment – aim for delivery September/October	<p>Voscur/BCC</p> <p>If your network is interested in this please talk to the NPC for your area</p>
Facilitation and chairing skills	Voscur can deliver training – we would need a minimum number of 12 people – would charge an administration fee of £15.00 to neighbourhood groups to	<p>Voscur/BCC</p> <p>If your network is interested in</p>

	help to ensure commitment – aim for delivery September/October	this please talk to the NPC for your area
Community leadership skills	This is a wide ranging area. Courses on many aspects of community leadership are widely available. There are a range of leadership programmes online. In the short/medium term we can provide a forum for networking and learning from each other.	All. Networking event(s)
Writing papers	We hope there won't be much reason to write papers. We need efficient and accessible ways to record and share information. There are lots of resources on line about report writing if this is helpful. http://www.plainenglish.co.uk/	
Efficient and effective ways of recording meetings and events	There are some simple techniques that save time but they require us all to work in a slightly different way. For example Agree <u>why</u> something needs to be recorded to decide <u>what</u> needs to be recorded. You only need to record who was there and what was decided. Do it at the meeting in front of everyone, agreeing it as you go This way there is no need to return to it later to decide whether it was an accurate account. If you've made a list on flip chart take a photo and email or Facebook it round.	Citywide networking events
Funding and fundraising		
Fundraising skills and fundraising information	Voscur website has useful information and can offer fundraising training courses Locality also has a helpful website with information about crowdfunding, donations and grants. http://mycommunity.org.uk/funding-options/raising-finance-options/ COMING SOON: 'Income inspiration for Tough Times' Thursday 15th June	Community network

	<p>https://www.voscur.org/calender/event/fundit17 <i>Voscur will offer free places to equalities-led or neighbourhood based groups with an income of less than £25,000 per annum.</i></p> <p>Voscur has a menu of funding training for small groups including: ‘developing a fundraising strategy’, ‘writing small funding bids’, ‘making good applications’ ‘making your small group sustainable’. To run these we would need a minimum number of 12 people and would charge an administration fee of £15.00 to neighbourhood groups to help to ensure commitment.</p> <p>We could offer one of the above courses in July and one in September/October. These could be delivered in different parts of the city.</p>	<p>If your network is interested in this please talk to the NPC for your area</p> <p>If your network is interested in this please talk to the NPC for your area</p>
<p>Developing the skills and processes to manage finances</p>	<p>Peer support is available through Bristol Fundraisers Group Voscur’s finance forum meets quarterly – check the Voscur website for details</p>	<p>Community network</p>
<p>Ways to manage/use neighbourhood funding</p>	<p>Neighbourhood funding for local projects is part of the consultation which will take place during June and July. Formal decisions will be made after that. If it is agreed to progress with neighbourhood funding we will create opportunities to explore ways of using this funding for maximum community benefit whilst minimising administration costs.</p> <p>But there are lots of ways to access funds. ‘Spacehive’ is a ‘crowdfunding’ website which literally means a project is funded by a crowd of people who donate – they can be individuals or businesses who contribute. https://www.spacehive.com/places/uk/city-of-bristol/bristol</p>	<p>BCC and partners</p>
<p>Information and resources</p>		
<p>Sharing our practice, research, good ideas and</p>	<p>There are lots of online resources including all the websites listed. The network events will be opportunities to share existing practice.</p>	<p>Networking events</p>

information	<p>Read about some of the great things people are doing across the city ‘Raluca and the Berry Maze’, ‘Jo and Mums from Summerhill School’, the ‘Sea Mills Walking Group’ Get involved in your community - bristol.gov.uk</p> <p>We would suggest an online forum or email network for community networks. This would be a good idea but is not a role for BCC.....</p>	
Neighbourhood data	<p>There’s lots of data on the city council website https://www.bristol.gov.uk/people-communities/neighbourhood-partnership-statistical-profiles</p>	We will run workshops on how to access and use neighbourhood data
Establishing and running web pages How to use the web – what’s out there?	We are aiming to provide access to a workshop about digital resources for community groups.	BCC exploring with Knowle West Media centre
Agreeing community priorities		
Community plans and Neighbourhood Development Plans	<p>All areas have Neighbourhood Partnership Plans which provide a good start for many communities.</p> <p>There are now a good number of communities who have come together to write a community plans which are more in depth but also written by and for local people. Bristol now has lots of experience of producing community plans starting with Redcliffe and St Pauls over 10 years ago. More recently Lawrence Weston, Henbury and Brentry, Southmead have all completed their plans and Lockleaze is now developing its own plan.</p> <p>http://www.southmeadcommunityplan.co.uk/ http://henburybrentrycommunity.org.uk/forum/?p=1071</p> <p>We will create a space for people to hear about how communities have come together to make them happen.</p> <p>Neighbourhood Development Plans are different again. They are community-</p>	Networking event and mentoring

	<p>led but they are planning documents. They are about what is built where. There is a formal process to go through which includes a referendum but once it is agreed it is a formal document recognised by the planning authority. Areas which have a NDP are able to access 25% of Community Infrastructure Levy for their area.</p> <p>There are two NDPs in Bristol so far:</p> <p>Old Market https://www.bristol.gov.uk/planning-and-building-regulations/neighbourhood-planning-old-market-quarter</p> <p>Lawrence Weston https://www.bristol.gov.uk/planning-and-building-regulations/neighbourhood-planning-lawrence-weston</p>	
<p>Consultation skills training/learning</p>	<p>We will provide a networking opportunity/workshop space to find out about how communities have carried out their own community consultation using community researchers.</p> <p>Survey monkey is exactly what it says it is – a free online survey tool https://www.surveymonkey.co.uk/user/sign-in/</p>	<p>Networking and mentoring</p>
<p>How to facilitate priority setting sessions</p>	<p>Lots of neighbourhoods have produced community plans and have experience of deciding priorities. We will create a space where we can learn from each other and share experiences.</p>	
<p>Working with Bristol City Council</p>		
<p>Access to information about who does what in the council</p>	<p>For information about a whole range of City Council services and contact details have a look at the Bristol Charter</p>	<p>BCC will be updating the charter in the autumn once decisions have been made following the</p>

<p>Reporting and following up problems</p>	<p>https://www.bristol.gov.uk/report-a-street-issue https://www.fixmystreet.com/</p>	<p>consultation.</p>
<p>Regular flow of information from BCC about things relevant to the area e.g. planning/development, localised consultation, locality specific things (BCC)</p>	<p>There are lots of ways of getting information direct by email, Facebook and/or Twitter</p> <p>Sign up for the City Council e-bulletin here: http://news.bristol.gov.uk/Default.aspx</p> <p>Register for 'planning online' to get email alerts about planning applications https://www.bristol.gov.uk/planning-and-building-regulations/online-planning-services</p> <p>For information and notifications about BCC consultation go to https://bristol.citizenspace.com/</p> <p>Could each area have a champion or interested person to monitor for neighbourhood information?</p> <p>Job to do: We will work with community groups and BCC PR and communications team to understand where BCC officers have been a conduit and see if there's a way of getting this information direct to community groups.</p>	<p>BCC to work with community networks and BCC Communications team</p> <p>BCC to work with communities to ensure information exchange.</p>
<p>Contacts and support from named officers from: highways, parks, environmental (waste graffiti), Bristol Waste</p>	<p>Job to do</p> <p>We want to enable people to do as much as they can together without the city council getting in the way. We also want to work together on the things that really matter.</p>	<p>BCC to work with community networks</p>

<p>Company , planning, youth participation, enforcement, libraries, health, housing to:</p> <ul style="list-style-type: none"> - Help the communities make informed decisions about priorities - Influencing BCC decisions - Getting support to get stuff done - Getting out of the way 	<p>There is a piece of work to do to be clear about:</p> <ul style="list-style-type: none"> a) What can be done by communities but needs BCC to get out of the way? b) How do communities continue to influence decisions and get things done on the things that are most important locally? c) What’s best done by communities and BCC together and what’s the mechanism for doing this? <p>Meanwhile, if you need some help in the short term you can contact your ward councillors or your link person in the neighbourhoods team.</p> <p>Bristol Waste Company should be contacted direct: http://www.bristolwastecompany.co.uk/</p> <p>There are some great examples of how Bristol people are making a difference where they live http://www.bristolwastecompany.co.uk/learn-more-home/</p>	
<p>Influencing CIL</p>	<p>This is part of the formal consultation. CIL is just one of a number of funding sources. Experience in Bristol shows that where communities have organised themselves, and agreed priorities they have been successful in attracting funding.</p>	

Additional help and support

Ward councillors – ward councillors are an important point of contact, advice and support. Contact details for ward councillors:

<https://www.bristol.gov.uk/council-and-mayor>

Voscur is funded to provide capacity building support to community organisations and provides a wide range of services and support. We would encourage emerging community organisations to make contact with Voscur, sign up for e-bulletins and take up the free events. Voscur will also be able to provide some bespoke training and support for some organisations.

Bristol City Council Neighbourhoods Team

From the end of July there will be five full time and two half-time Neighbourhood Partnership Coordinators and six full time and one half time Neighbourhood Officers. The team does not have to make any further changes but we need to be prepared for further changes. We can no longer provide the same support to all areas, we have had to prioritise. The table below explains what this means. We have an offer of support for the whole city and will provide additional support to the areas that need it most based on the transition plans and our knowledge of the area. As well as neighbourhood work there are some key city-wide tasks. All areas will have a named Coordinator who will ensure there is ongoing communication and a contact point. The rest of the resources will be allocated as follows:

	Description	Offer of support	Areas
Green	Community network able to self-organise. Clear or emerging direction and able to set-up lead organisation with access to advice and information.	From 1st July access to link person who will be able to offer some advice and support and who will ensure community receives city wide information and access to networking events. Officers will not be able to attend meetings unless it is for a specific purpose. We will also provide help with printing some posters for network meetings in the short term/until a long term decision is made. We are committed to ensuring a smooth transition. There are some areas which are 'nearly green' we understand these areas may need some additional support until 1 st September.	Greater Bedminster (GBCP) Bishopston & Ashley Down, Redland and Cotham (BCR), St George, Easton and Lawrence Hill, Bishopsworth, Hartcliffe and Withywood (Dundry View). Nearly green: Stoke Bishop, Westbury on Trym, Clifton Down, Clifton, Hotwells and Harbourside, Windmill Hill and Knowle
Amber	There is a potential lead	Capacity building support for potential lead	Greater Brislington, Ashley,

	organisation and/or community network but some medium term support will be needed to set up new arrangements.	organisation or network to finish as soon as able but no later than 31 st March 2018.	Lockleaze, Henbury, Brentry, Central, Greater Fishponds
Red	No potential lead organisation or emerging community-led network. And/or need for longer term community building. History of top down organisation.	Until March 2019 where needed focused on building community resilience and self-organisation.	Filwood, Stockwood, Hengrove and Whitchurch Park, Avonmouth & Lawrence Weston, Southmead, Horfield.

This transition plan will take effect from the 1st July. We will confirm the teams and who will be working there in the next couple of weeks. Your Neighbourhood Partnership Coordinator remains your key point of contact.



**Greater Bedminster Community Partnership
7.00 pm, 27th March 2017**

Present:

* De-notes apologies/absent

Ward Councillors

Councillor Charlie Bolton, Southville;
* Councillor Mark Bradshaw, Bedminster;
Councillor Stephen Clarke, Southville;
Councillor Celia Phipps, Bedminster;

Partners

Representatives of people who live and work in the Neighbourhood Partnership area

Alan Baker, Friends of Ashton Gate Station
* Ben Barker, Friends of Dame Emily Park
Stef Brammar, Way Out West (Chair)
* Donald Branch, Caraboo Community BS3
* Julie Chapman, Ashton Vale Club for Young People/ Young Bristol
* Ricky Dowden, Ashton Vale Together
* Naomi Fuller, Playing Out
Ellie Freeman, Way Out West
Simon Hankins, Southville Community Development Association
* Phil Manning, BS3 Churches Together
* Mike McBeth, Southville Running Club
* Alan Pratley, Bedminster Older Peoples Forum
* Kris Tavender, Bristol Sport

Other Interested parties:

Also in Attendance:-

* Lorena Alvarez, Neighbourhood Officer
Andrew McLean, Neighbourhood Co-ordinator
Norman Cornthwaite, Democratic Services Officer

1. Welcome, apologies and introductions (Agenda item no. 1)

Apologies were received from Councillor Mark Bradshaw, Ben Barker, Donald Branch and Phil Manning.

2. Declarations of interest (Agenda item no. 2)

Councillor Phipps – Trustee and Bond Holder of Southville Community Development Association.

Councillor Clarke - Trustee and Bond Holder of Southville Community Development Association.

3. Public Forum (Agenda item no. 3)

Nothing was received.

4. GBCP Planning Day Update (Agenda item no. 4)

The Chair tabled the Notes from the Meeting held on 14th February 2017 and summarised them for everyone. The Notes are appended to this set of Minutes.

5. GBCP Constitutional Changes (Agenda Item No. 5)

It was agreed that Constitutional Changes could not take until the long term future of the Partnership has been decided, but in the meantime suggestions will be circulated to everyone for consideration.

6. Feedback on Bristol City Council Options Paper (Agenda Item No. 6)

During the debate on this the following points were highlighted:

- There were concerns about inspiring people to carry on the N P
- There is a need to engage with more people
- There is a need for a plan during the transition period
- The Partnership should be relaunched with a new name
- There is need to replace the N P with some other organisation and engage with new partners
- It provides an opportunity to encourage new organisations to join the Partnership

- There should be a new website and logo, and social media should be used as much as possible
- There is a need to identify the support that is needed from BCC staff
- Improved community engagement is required

Agreed – that the recommendations made at the Planning Meeting on 14th February 2017 be endorsed and fed into the Consultation Process.

7. Neighbourhood Partnership Co-ordinator’s Business Report (Agenda Item No. 7)

Andrew McLean introduced the report and summarised it for everyone. He highlighted that the spending freeze on Highways does not apply to schemes already started. All CIL money has been allocated.

Resolved – (1) that the report be noted; and

(2) that the following amounts totalling £5,000 be allocated from the Transformer Youth Fund:

- Bedminster Winter Lanterns - £2,245**
- Ashton Vale Club for Young People - £1,295**
- The Deaner Café - £1,460**

8. Community Updates (Agenda Item No. 8)

Verbal updates were provided on relevant issues.

9. Minutes of Meetings held on 16th January 2017 and 15th February 2017 (Agenda Item No. 9)

Agreed – that The Minutes of both Meetings were agreed as a correct record.

10. Any Other Business (Agenda Item No. 10)

There was none.

Date of the Next Meeting: 8th June 2017 at 7.00 pm, venue to be advised.

Meeting ended at 8.45 pm.

Chair _____

