



Stoke Bishop, Westbury-on-Trym and Henleaze Neighbourhood Partnership Agenda

Date: Monday, 26 September 2016
Time: 7.00 pm
Place: Henleaze Junior School, Park Grove, Bristol BS9 4LG

1. Welcome, Introductions and Safety Information (Pages 5 - 8)

2. Declarations of Interest

To note any declarations of interest from the 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**.

Please note that the Register of Interests is available at <https://www.bristol.gov.uk/councillors/members-interests-gifts-and-hospitality-register>

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

3. Minutes of Previous Meeting (Pages 9 - 16)

To agree the minutes of the previous meeting as a correct record.

4. Public Forum

Up to 30 minutes is allowed for this.

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 and please note that the following deadlines will apply in relation to this meeting:-

Questions - Written questions must be received 3 clear working days prior to the meeting. For this meeting, this means that your question(s) must be received in this office at the latest by 5 pm on **20 September 2016**.

Petitions and Statements - Petitions and statements must be received on the working day prior to the meeting. For this meeting this means that your submission must be received in this office at the latest by 12.00 noon on **23 September 2016**.

- 5. Police**
- 6. Representative from UWE (Wellbeing application discussion)**
- 7. Wellbeing (Pages 17 - 20)**
- 8. Reports from Working Groups**
 - a. Environment & Tree Champion's report (Pages 21 - 28)**
 - b. Transport (Pages 29 - 39)**
 - c. Older People (Page 40)**
 - d. Communication (Pages 41 - 42)**
 - e. Governance (Pages 43 - 45)**

9. Neighbourhood Coordinator's report (Pages 46 - 55)

Date of Next Meeting: 7.00 pm, Monday, 5 December 2016, St Edyth's Church Hall, Sea Mills, Avonleaze, BS9 2HU

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

Andrew McGrath

Telephone : 0117 90 36436

e-mail :

Andrew.mcgrath@bristol.gov.uk

The Democratic Services Officer
of the meeting is

Steve Gregory

Telephone : 0117 92 24357

e-mail :

democratic.services@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.

Public Information Sheet

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

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

You can also inspect papers at the City Hall Reception, College Green, Bristol, BS1 5TR.

Other formats and languages and assistance
For those with hearing impairment

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

Committee rooms are fitted with induction loops to assist people with hearing impairment. If you require any assistance with this please speak to the Democratic Services Officer.

Public Forum

Members of the public may make a written statement ask a question or present a petition to most meetings. Your statement or question will be sent to the Committee and be available in the meeting room one hour before the meeting. Please submit it to democratic.services@bristol.gov.uk or Democratic Services Section, City Hall, College Green, Bristol BS1 5UY. The following requirements apply:

- The statement is received no later than **12.00 noon on the working day before the meeting** and is about a matter which is the responsibility of the committee concerned.
- The question is received no later than **three clear working days before the meeting**.

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

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

We will try to remove personal information such as contact details. However, because of time constraints we cannot guarantee this, and you may therefore wish to consider if your statement

contains information that you would prefer not to be in the public domain. Public Forum statements will not be posted on the council's website. Other committee papers may be placed on the council's website and information in them may be searchable on the internet.

Process during the meeting:

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

Webcasting/ Recording of meetings

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

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 Annual General meeting of the
Stoke Bishop, Westbury-on-Trym and Henleaze
Neighbourhood Partnership held at
Portway Rugby Development Centre,
Portway, Sea Mills, Bristol BS9 2HS
13 June 2016 at 7 pm**

Members

Ward Councillors

Westbury - on - Trym and Henleaze - Clare Champion-Smith, Geoff Gollop, Liz Radford;

Stoke Bishop - Peter Abraham, John Goulandris;

Neighbourhood Partnership Ward Members

Stoke Bishop - Ella Davies, Graham Donald, Roger Gamlin, Peter Robottom, Peter Weeks;

Westbury-on-Trym and Henleaze - Alan Aburrow, Valerie Bishop, Helen Furber, David Mayer, Robert Murphy, Vacancy;

Other representatives - Paul Bolton-Jones (Police Neighbourhood Manager), Jenny Hodges (Equalities representative) Vacancy (Neighbourhood Watch representative) Stephanie French (Tree representative);

Andrew McGrath-Neighbourhood Co-ordinator, Steve Gregory-Clerk to the Neighbourhood Partnership.

1. Welcome and introductions, apologies for absence.

Apologies were received from Alan Aburrow, Peter Robottom and Jenny Hodges.

The Partnership expressed its sincere thanks and appreciation to the former ward members Gay Huggins, Alan Preece, Wendy Hull who had stood down and to former Councillors Glenise Morgan and Alastair Watson for their considerable and energetic contribution to the work of the Partnership.

Newly elected ward representatives Ella Davies, Graham Donald, Roger Gamlin, Robert Murphy and Councillor Liz Radford were warmly welcomed.

The Partnership noted that since the last meeting the Ward boundaries for all the Wards comprising the Partnership area had changed and that this had raised a number of concerns and frustrations.

Whilst the Partnership had no discretion over the events brought in by the Boundary Commission a commitment was made to welcome any person who felt they had been annexed out of the NP, against their wishes, to attend any of the Neighbourhood Forums as the NP's guests and where communities had been split that it be recognised that those communities might want to retain an identity and

social cohesion that was not formally recognised by or reflected within the Ward boundaries as they now existed.

2. Neighbourhood Partnership annual general meeting report

The Partnership considered a report of the Neighbourhood Co-ordinator regarding the Neighbourhood Partnership's annual business for 2016/17.

Resolved –

1. That the Neighbourhood Partnership membership be noted and the chairing arrangements for 2016/17 be confirmed as below –

(i) **Neighbourhood Partnership Chair David Mayer and Vice Chair Graham Donald;**

(ii) **Neighbourhood Committee Chair Councillor Radford and Vice Chair Councillor Abraham;**

2. That the Neighbourhood Partnership and Neighbourhood Committee terms of reference and financial operating framework be endorsed;

3. That the devolved Neighbourhood Budget be noted;

4. That the meeting schedule including subgroups and forums be agreed;

5. That the financial statement and expenditure from 2015-16 be noted.

3. Minutes of the meeting of the Neighbourhood Partnership held on 7 March 2016

The Minutes of the meeting held on 7 March 2016 were confirmed as a correct record and signed by the Chair.

4. Declarations of interest

None were declared.

5. Public forum

Subject	Name	Number
Student parking issues following the major expansion of the Stoke Bishop Halls of Residence	Andy Nairn	1

The Partnership received a statement in respect of student parking issues following the major expansion of the Stoke Bishop Halls of Residence and noted the serious ongoing parking problems which were a major concern to local residents.

The Partnership was asked to help local residents hold the University to account on commitments it made to its neighbours and ensure local streets were not used by its students as a dumping ground for their cars during term time and bring pressure to bear on the University to honour its promises and take ownership of the problem of

student parking and ensure that they take meaningful action towards finding a permanent solution to the problem.

After considering this issue the Partnership –

Agreed – that two of the five ward Councillors (on the NP) meet with the Vice Chancellor, or other appropriate officer, to have a reasonable discussion with the aim of finding an amicable solution acceptable to all parties. Councillor Campion-Smith also agreed to write a letter to the University in her capacity of Cabinet Member for People.

5 (a) Police

The Police representative reported that it had been intended for Unit Beat policing areas to match the recent ward boundary changes but there had been an unavoidable delay in implementing this. It was anticipated that this would be resolved within the next four weeks.

6. Wellbeing

The Partnership received a report of the Neighbourhood Co-ordinator regarding the allocation and recommendations of the Wellbeing Panel.

Well Being funds available at the start of the year: **£30,000**

At the June meeting the NP awarded:	£1,266
At the September meeting the NP awarded:	£1,630
At the December meeting the NP awarded:	£150
At the March meeting the NP awarded:	£4,839.79

Total allocated in 2015/16 = **£7,885.79**

This left (unspent in 2015/16): **£22,114.21** (c/f to 2016/17)

In respect of recommendation (3) St Ursula's PTFA playground project a question was raised about how provision of playgrounds in academies was funded. It was considered that further information be sought before making a decision.

In respect of recommendation (4) Councillor Radford declared a non-pecuniary interest regarding her work in relation to the Westbury Park Youth Group and informed the Partnership that she would not take part in the consideration and vote for this item.

The Neighbourhood Committee Members present voted on the recommendations as set out in the report.

On being put to the vote, subject to Councillor Radford abstaining with regard to recommendation (4), it was unanimously –

Resolved - to note the current Well Being allocation and approve funding allocation as recommended by the Wellbeing Panel (as amended regarding recommendation 3), as set out below -

Name	How much Requested £	Discussion and Recommendation
(1) Golden Hill Sports	£1,118.69	<p>The panel was pleased that the applicant has sought and gained match-funding.</p> <p><u>Vote:</u> Unanimous in favour of funding</p> <p>Recommendation: Fund Fully</p>
(2) Sea Mills Together	£250	<p>This has to be considered a one-off grant. The NP is supportive of Sea Mills residents wanting to retain their idea of being a village, but the NP is also keen to fully integrate Sea Mills in to the Stoke Bishop ward.</p> <p><u>Vote:</u> Unanimous in favour of funding</p> <p>Recommendation: Fund fully</p>
(3) St Ursula's PTFA playground project	£3,000 (£3,913.64)	<p><i>The panel has supported schools before but is concerned that the plans for the new build do not include playground provision.</i></p> <p><i>The panel would like a plaque acknowledging the NP's contribution placed either on the new bench or nearby.</i></p> <p><u>Vote:</u> Unanimous in favour of funding</p> <p><i>Recommendation: Fund fully</i></p> <p>DEFERRED – pending further information regarding Academy funding for playground provision</p>
(4) The Church in Westbury Park	£992.55	<p>The panel is not inclined to fund the compost element of the application as this is something that can be sought cheaply and regularly elsewhere</p>

Name	How much Requested £	Discussion and Recommendation
		<p>The panel would like a plaque acknowledging the NP's contribution placed either on the new bench or nearby.</p> <p>Vote: in favour of funding £792.55</p> <p>Recommendation: Fund £792.55</p>
(5) W-o-T Village Hall	£3,000	<p>The panel would like a plaque acknowledging the NP's contribution placed either on the new bench or nearby.</p> <p><u>Vote:</u> Unanimous in favour of funding</p> <p>Recommendation: Fund fully</p>
(6) W-o-T Methodist Church	£2,155	<p>The application was difficult to understand but it is assumed that the figure here is what is being requested.</p> <p>The application appears to contain a prayer. The applicant should be reminded that BCC funds cannot be used to fund religious work. This application comes close to being overtly religious. As the application is to help upgrade facilities for the benefit of user groups, the request is granted.</p> <p><u>Vote:</u> Unanimous in favour of funding</p> <p>Recommendation: Fund fully</p>
(7) Working Group for Older People	£3,000	<p>This application was withdrawn. The Well Being Panel believes that the WGOP, as a working group of the NP, shouldn't have to apply for funds from the Well Being budget. It has</p>

Name	How much Requested £	Discussion and Recommendation
		<p>recommended that the Chair of the WGOP put in a formal request to the NP for £3,000 from the NP budget.</p> <p>Recommendation: Do not fund as application withdrawn</p>

7. Feedback from Working Groups

(a) Environment and Tree Champion's report

The Neighbourhood Partnership noted the report and the decisions that were required to be taken.

The Neighbourhood Committee considered the recommendations in the report and on being put to the vote unanimously –

Resolved –

1. To fund up to £6,000 for trees from the NP's CIL allocation, with the exact cost to be determined as soon as possible;
2. To fund £1,000 from the NP's CIL funds for daffodils to be grown around the NP's playgrounds;
3. To allocate the NP's £1,500 Clean and Green budget as set out below -
 - Stoke Bishop - £500 hanging baskets;
 - W-o-T - £500 flower fund (WOTSOC);
 - Henleaze - £500 flora (details to be provided).

(b) Transport

The Neighbourhood Partnership noted the report and the decisions that were required to be taken.

The Neighbourhood Committee considered the recommendations in the report and on being put to the vote unanimously –

Resolved -

- (1) To approve a revision to the timescale for the previously sanctioned Henleaze Parking Review, whereby it would be completed over a two year period (2016/18) instead of the current one year (2016/17) at no extra cost to the NP;

(2) To approve expenditure of £10k from the NP's devolved funds for a Parking Review (and subsequent implementation) for streets around Sea Mills Station, as a Minor Traffic Scheme, spread over two years, starting 2016/17;

(3) To approve expenditure of £8k as a Minor Works project from the NP's devolved funds for kerb work, plus the inclusion of wooden bollards to prevent continuing verge damage in Canford Lane.

(c) Older people

The report was noted and a request for a **£3,000** budget for the WGOP to be drawn down as required was **agreed**. The NP noted that each draw-down would be formally requested from the Neighbourhood Committee.

(d) Communication

The report was noted. Helen Furber said that invitations to a meeting in respect of Neighbourhood Plan update were being sent out for 20 July and that any input for this meeting be sent through her rather than direct to Hayley Ash.

(e) Governance

No report was submitted for this meeting.

8. NP Plan update report

The Partnership considered a report of the Neighbourhood Co-ordinator updating the Neighbourhood Plan.

Resolved – That the updated NP Plan priorities for 2016/17 be agreed.

9. 2015/16 NP Plan achievements update report

The Partnership considered a report of the Neighbourhood Co-ordinator giving an update on the progress and some of the achievements of the 2015/16 NP Plan. It was noted that the NP had achieved an enormous amount via its working groups in 2015/16. The report highlighted a few of them.

Resolved – that the report be noted.

10. Neighbourhood Co-ordinator's report

The Partnership considered a report of the Neighbourhood Co-ordinator updating on various issues.

The NP noted that the next scheduled Forum dates should be as follows:

Henleaze – 7pm Tuesday 3 November 2016. Henleaze Library;
Westbury-on-Trym – 7pm Wednesday 2 November. Venue 35;

Stoke Bishop – 7pm Thursday 1 November 2016. Stoke Bishop Primary;

Also noted that Neighbourhood Coordinator would send out invite for 20 July NP Plan meeting, change NP pre-meeting start time from 5.30 pm to 6 pm and discuss possible arrangement of open forums for the summer period rather than wait until November.

Resolved – that having regard to the above :

- 1. The updates from the last forums be noted;**
- 2. The information relating to an upcoming city-wide NP event be noted;**
- 3. The meeting schedule and the proposed dates/times, as amended, be agreed;**
- 4. The updates on the NP's devolved budgets and the update on non-devolved S106 funding allocated to the NP area be noted.**

(The meeting ended at 8.35 pm)

CHAIR



**Henleaze, Stoke Bishop and Westbury on Trym
NEIGHBOURHOOD PARTNERSHIP
Monday 26th September 2016**

Report of: Andrew McGrath – Communities & Neighbourhoods

Title: Well Being Report

Contact Telephone Number: 0117 9036436

RECOMMENDATIONS:

- The NP to note the current Well Being allocation
- The NP to discuss and agree the Well Being Panel recommendations as set out in Table 1.

1. Well Being Funding 2016/17

The Well Being panel met on Monday 25th July 2016. Its recommendations are set out in table 1 below.

This was the first panel meeting of the 206/17 financial year.

Well Being funds available at the start of the year: **£30,000**

2. Well Being Panel recommendations

Table 1

Name	What they do	What is application for?	How much Requested £	Discussion and Recommendation
North Bristol Parent Carers Support Group	Voluntary group to support parents and carers in north Bristol who have children who are disabled or have special educational needs	Continue with monthly drop-ins in new venue in Henbury. Also hold pop-up cafes/coffee mornings in communities across north Bristol (including Stoke Lodge)	£376.60	<p>The panel wished to emphasise that the part of the application they were funding excludes salary costs.</p> <p>The money will be held by the central group on the applicant's behalf. The issue of insurance was discussed. NPC confirmed the group is covered by public liability Insurance</p> <p><u>Vote:</u> Unanimous in favour of funding the group at £500</p> <p>Recommendation: Fund £500</p>
St Peter's Henleaze parochial Church	Develop the local community via offering the hall to community organisations	Repair the Badminton Court in the hall	£516 Application withdrawn	<p>The NP can only fund if the work isn't retrospective. The applicant has been requested to delay the work in order that this rule isn't contravened.</p> <p><u>Vote:</u> Unanimous in favour of funding (provisional to it not being retrospective)</p> <p>Afternote 7th September 2016: A reply received from St Peter's indicates that the applicant is unable to change its timetable with regard to the floor re-sanding commencing. As a result, it has had to withdraw its application</p> <p>Recommendation: Fund fully</p>
U.W.E	Under-graduate and post-graduate education	The Intervention Initiative – tackling domestic violence	£1,209.40	<p>There was considerable concern about the content of this application. Whilst the panel is supportive of the need to tackle domestic abuse, it isn't convinced the proposed methods will work.</p> <p>The panel agreed to the funding in full but only on the proviso that the conference convinced NP reps of</p>

Name	What they do	What is application for?	How much Requested £	Discussion and Recommendation
				<p>the practicability of the approach being taken. Therefore, £500 funding is recommended in the first instance, to enable the conference to proceed. If reps are convinced, the remaining amount should be paid</p> <p>The request for funding for this project has been made to all north Bristol NPs, with each paying an agreed portion of the total. The applicant has informed the panel that the full amount across the north NPs needs to be secured for the project to proceed.</p> <p>The NP Chairman has invited the applicant to attend the NP to explain the approach being taken. Rachel Fenton from UWE will be attending the NP meeting</p> <p><u>Vote:</u> Unanimous in favour of funding £500 initially followed by remaining £709.40 if the conference convinces attendees of the proposed method.</p> <p>Recommendation: Fund fully (as per instructions above)</p>
<p>St Ursula's PTFA playground project</p>	<p>Promoting the community of the school to bring parents, pupils, staff and residents together</p>	<p>Sturdy bench, moveable play equipment</p>	<p>£3,000 (£3,913.64)</p>	<p>The NP will recall that at the last NP, although this application was recommended for full funding, concerns were raised regarding funds for play equipment being raised by the PTFA, rather than being provided as part of the build programme of the developers building the new school.</p> <p>As a consequence, the application was deferred pending further investigation of the developers' obligations.</p> <p>Information since received has confirmed that the developers have no funds, and are not obligated to provide funds, for play equipment.</p>

Name	What they do	What is application for?	How much Requested £	Discussion and Recommendation
				<p>The well being panel is clear that the PTFA has acted in good faith in its application, and that the end result will be a gap in play provision for children at the school if this grant is not awarded.</p> <p>Recommendation: Fund fully</p>

3. Legal Information

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
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- Foster good relations between different groups who share a relevant protected characteristic and those who do not share it.

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**Stoke Bishop, Westbury-on-Trym
Neighbourhood Partnership
Monday 26th September 2016**

Title: Notes of Environment Working Group (28th July 2016)

Report of: Andrew McGrath

Contact details: 9036436 andrew.mcgrath@bristol.gov.uk

Recommendations:

1. The Neighbourhood Committee is **requested to agree to fund £4,745** to undertake clearance work on the Stoke Lodge sensory garden area, as per 2.1 below. The funding is to be released from the NP's S106 Hiatt Baker funds.
2. The Neighbourhood Committee is **requested to agree to fund £3,150** to undertake the design work detailed in appendix 1. As per 2.5 below. The funding is to be released from the NP's CIL funds.
3. The Neighbourhood Committee is **requested to agree to fund £7,646.59** to undertake the work detailed in the request in 5.1 below. The funding is to be released from the NP's S106 fund relating to 99 Devonshire Road.

Present: Sheila Preece, Alan Preece, Gill Brown, Val Bishop, Ella Davies, Barbara Grieger, Lucy Wallis-Smith, David Mayer, Helen Furber, Stephanie French, Roger Gamlin, Kevin Chidgey, Mary Knight, Gary Brentnall, Andrew McGrath

Apologies: Claire Campion-Smith, Alan Aburrow, Hilary Long, Clare Milne, Eileen Poad, Susan Mayer

Meeting Chaired by Alan Preece –

1. Minutes and Matters arising from 28th April 2016 meeting:

Notes considered accurate with the following exceptions or continuing actions:

1.1 Phoenix Lane Weeds. This is being picked up by BCC Parks Maintenance. The paths are due another spraying soon. The gravel is breaking up here, so weeds are likely to continue to proliferate.

1.2 Tree Sculpture. All large logs have been removed.

1.3 Japanese Knotweed Flier. Distributed by Alan and Gary.

1.4 Tree Sculpture update Official opening of the tree sculpture took place on Saturday 21st July. Articles going in local publications. Photos of the event have been distributed

1.5 Trymside. Wessex Water left some scarring when they performed work here last year. This should be reinstated. Alan stated that he'd inspected the site and it didn't appear to be as bad as previously. It was agreed that a watching brief will be kept. **Update:** Alan reported that he has found a growth of Thorn Apple in this area, which is highly poisonous. Gary saw some men in protective garb in that very area prior to the meeting, so it may be that they are removing it. **Action:** Gary to seek confirmation that it has been removed.

1.6 The idea of having a Parks Champion was discussed again. Not resolved. Carry forward to next meeting.

2. Sensory Gardens.

2.1 Stoke Lodge Sensory Garden. This area has already benefitted from being cleared by Community Payback. Further to the email that Gary distributed, the breakdown of the work to be undertaken is as follows:

- Tree works as discussed: An initial clearance of approx 50% of the canopy cover including leaning poplar. Retain apple trees and good specimen trees (mature oak) and some attractive hazel coppice. General remedial works to retained trees such as removing dead wood, severing ivy, lifting crowns, etc.
- Outside boundary fence overgrown laurel: Cut to approx. 1metre to re-establish as a maintainable hedge and to allow light into the garden space. Clear out dead trees, rubbish, etc.
- Ground clearance within garden boundary. Remove rubbish, piles of brash etc. Using small excavator, lightly scrape the existing ground cover to expose site for setting out.
- Woodchip to be left on site, any suitable logs cut into seating rings or 'construction' logs.
- Non-recyclable materials removed via skip.

The total cost for the above would be **£4,745 + VAT**. This includes all labour, plant and machinery, welfare facilities, skip hire. The work should take five days.

2.2 Gary doesn't believe there are any Trees with TPOs on them on this site

2.3 The members of the Environment Working Group voted unanimously to support this project.

2.4 The Neighbourhood Committee is **requested to agree to fund £4,745** to undertake the work detailed above. The funding is to be released from the NP's S106 Hiatt Baker funds.

2.5 **Old Quarry Park Sensory Garden.** This is a 'virgin' site and therefore much easier to undertake work on. A quote to undertake the detailed design work has been obtained from a contractor who is on the BCC preferred contractor list. Please see **Appendix 1** for the detailed breakdown of proposed design costs. There will be two design options. Local residents would be involved in the project via the consultation process. Gary will lead on this consultation.

2.6 The Neighbourhood Committee is **requested to agree to fund £3,150** to undertake the work detailed in appendix 1. The funding is to be released from the NP's CIL funds.

3.0 **Sea Mills Rec.** Ella and Lucy described their ideas regarding this nice, but rather neglected park. It is mostly used for football. There is little of interest in it beyond the open green space. Sea Mills Together have undertaken a survey. Lots of simple improvements would make a big difference. Ideas include a path around the rec, so that people in wheelchairs, scooters and babies in buggies can use it more easily. There is no longer a play area on the site. Trees on site need to be safeguarded. One idea is to have a community orchard, probably a soft fruit orchard. As a cautionary note it was pointed out that the path could consume a large proportion of any funds allocated (it needs to be a permeable structure).

3.1. A draft park improvement plan is needed. It would be good to include the local primary school in the project. The meeting gave its support to the group developing a plan. Ella would seek to set up an interested group.

4.0 **Trymside.** This is now all in this NP's area. It would benefit from simple improvements. Footpath improvements, wild flowers etc would make a big difference. Don Alexander (now councillor for Avonmouth and Lawrence Weston) has been heavily involved in this site. The meeting showed its support for a plan being developed for this area. Gary suggested this would be helped by a "walkabout" to explore what is needed.

5.0 S106/CIL budget allocations.

5.1 Mary Knight and Kevin Chidgey of the Church in Westbury Park, discussed their plans for improving their kitchen premises. The full cost will be approximately £19k. They provided detailed quotes from two contractors.

5.2 The request to the NP was for the full S106 funds generated by the development at 99 Devonshire Road. The amount available is **£7,646.59** (please note this total has increased by £23.56 from the last quarter due to annual interest being added). The site had been a chapel and was made available for a dwellings development. The S106 generated from the site is to be used for - *'The provision, improvement and/or maintenance of community facilities within one mile of 99 Devonshire Road, or within Henleaze Ward'*

5.3 The request from the Church clearly fits these criteria. The applicants were commended for the quality of their request. On being put to the vote, the meeting voted unanimously to support this request.

5.4 The Neighbourhood Committee is **requested to agree to fund £7,646.59** to undertake the work detailed in the request. The funding is to be released from the NP's S106 fund relating to 99 Devonshire Road.

6.0 **Community Payback.** The request for Community Payback to clear the area around the new tree sculpture has already been arranged for 2nd week in August.

Stephanie warned that clearing the area may uncover some dangerous holes

6.1 There is currently a discussion with Community Education to include the grass area behind the house in the cutting regime. Gary to report progress.
Action: Gary

6.2 There is also some work on Trymside scheduled. There is some detritus on Sea Mills Lane that is yet to be cleared.

7.0 **Trees.** Stephanie expressed her frustration regarding the tree lists all NPs have been asked to submit to BCC. The guidance states that each NP will receive a report six weeks after it has submitted a list. Stephanie has been waiting for at least 13 weeks and has not yet heard anything. Andrew and Gary asked to see if they can make any progress on this. **Action:** Andrew and Gary

7.1 The new tree list process needs to be publicised. Stephanie requested that the old process that is currently on the NP's website be removed. Stephanie will write up a short description of the process and have it posted on the website. **Action:** Stephanie

7.2 The Tree Sub group is waiting to hear from Bristol University regarding the 2nd phase of its tree offer to NPs that have trees as a priority in their NP Plans. The NP is keen to utilise this offer but hasn't heard anything yet. NP Coordinators are supposed to receive notification from the University. **Action:** Andrew to see if any colleagues have heard from the university. Update: The University has not been in contact with any NPs on this matter

7.3 If we get a breakthrough with the university the meeting confirmed the suggestion that a specimen tree be planted on the paved area opposite Waitrose. The guidance seems to suggest that the full cost of this (including new tree pit?) will be paid for by the university.

7.4 Stephanie and others will be attending the tree champion training on 9th August.

8. Any Other Business

8.1 Alan reported that the new sign at the Roman site on the Portway is now up. Alan was commended for his work on this project.

8.2 Sheila reported that Glyphosate has been passed for continued use by the E.U for the next 18 months until the European Chemical Agency has produced its report. In the interim individual EU member states are allowed to decide whether or not to allow its use .

8.3 Sheila reported that along with the other diseases that trees are susceptible to, Cedars have now been reported as being susceptible to a disease. All of these diseases are likely to have come in to the country in wood products from abroad.

8.4 Sheila noticed that there was some strimming going on in Ebenezer Lane last week. This appears not to be an extra cut but is an earlier cut than agreed due to the sheer abundance of growth along the lane. The hope is that there will be, as per agreement, no cutting in May next year, which is likely to kill the plants before they've seeded. An email to Duncan Venison was circulated to the EWG, and a response is awaited.

8.5 There are examples of overhanging growth on properties around Druids Hill and Queens Gate. Also on Stoke Lane. **Action:** Gary to investigate

Date of next meeting: **2pm Thursday 27th October 2016**

Tree Report. for 26th September 2016

Stoke Bishop Westbury & Henleaze Neighbourhood Partnership

1. At last I have some progress to report regarding our **Tree Wish List for 2016/2017**. BCC has had huge difficulties with resources i.e. Officer time, but on 18th August I was asked to confirm funding availability for our trees for planting between December 2016 and March 2017. We already had funding in place - up to £6000 - agreed in June 2016 so I anticipate that surveying of the chosen sites will start shortly and we should get more news which I hope will be that our sites can be planted up.
Two of the sites - the central reservation in the dual carriageway outside Old Quarry Park (3) and the replacement street trees in Church Road Sneyd Park (5) should be straightforward enough as these are replacement trees and the sites are in fact on the Tree Sponsorship website.
I anticipate a few more problems with the tree planting proposed along Westbury Road (map attached). These are new sites and require surveying, which could highlight some problems. Also, depending upon the presence of nearby services, some tree pits might be required, which will add to the cost. If this happens we could reduce the number of trees we plant, or increase our spend, or both. I'll advise you when I know more.
2. You may recall that in order to keep the allocation of trees spread across the NP "fair" , maybe not per year, but overall with a kind of rolling programme, and to assist me with making decisions between meetings of the Environment Group and the NP, we set up a **Tree Sub Group**. This comprises me as Tree Champion, David Mayer ex officio as NP Chair, Val Bishop from old Henleaze and Hilary Long from old Westbury.
Stoke Bishop has acquired part of Sea Mills since the boundary changes and although I have so far managed to represent Stoke Bishop trees as well as oversee the whole NP's tree related matters I asked an environmentally interested resident from Sea Mills to join our group, and I am delighted that Lucy Wallis, a resident of Sea Mills (mostly) has joined in to help. We have met and agreed the 2016/2017 Tree sites which had already been sent to BCC (see above). We have also changed the information on the NP website to update residents concerning the way the new Tree Request process works - to a limited extent. The process is complicated and subject to revisions i.e. too much information and not always correct - so we decided just to ask residents to contact their Elected Representatives or their Councillors, or Gary or Andrew to be put in touch with me or members of the Group and we shall contact them. I hope that the Councillors and Elected representatives got my e mail about that a few weeks ago via Andrew.
3. The **Tree Wish List for 2017/2018** is already in the planning stages. Some progress has been made. The sub group thought that it might be sensible to mop up the tree sites already on BCCs Tree Sponsorship pages as this is a quick and obvious way to obtain new trees in the area. These sites fill in the gaps, which is what we want, they are replacement trees and hence are cheaper, and the sites have already been surveyed. It looked too perfect to believe and indeed when Sheila Preece and I spent a few hours looking at West Broadway with a view to putting the sites already surveyed by BCC in that road on to our list for 2017/2018 we discovered that the current BCC tree mapping of West Broadway - both with regard to existing trees and to available tree sponsorship sites to replace missing trees - is wrong. We have informed the Tree Officer of our results and it is one of the matters that the Sub Group shall be dealing with as we plan for 2017/2018. There just have not been the resources for BCC to keep its tree mapping up to date. Guerrilla gardening and even tree planting by residents on Council land has not

helped. Also we found several tree sites “acquired” by Bristol Water for water meters.

4. BCC Trees suggested **Tree Training Days for Tree Champions** a few years back and these are now happening. The current programme is for 2 days. I went on one on August 9th and shall go on another on September 20th (I am writing this report some time in advance of this meeting). These days are a useful opportunity to learn about urban trees and to meet the team at BCC and learn about their ever changing procedures.
5. The **sculpture of the Cedar of Lebanon on Stoke Lodge Parkland** is now finished. I wrote an illustrated article outlining the whole story which was published in BS9. We held an “Opening Ceremony” on July 23rd with Andy O’Neill the sculptor in attendance. The event was publicised by e mail and word of mouth and many members of the Environment Group attended with many Stoke Bishop residents as well. Folk continue to be pleased with the result and glad that it was done. If anyone wants any of the photographs, some very kindly taken by the professional photographer and local resident Martin Bennett during the carving and on the day of the “opening”, and some taken by the very amateur me clambering bravely into the scaffolding (gulp), please ask me and I can supply CDs for you with several photos. The professional photos are large files and too big to e mail in any number. Mine are medium sized and a few can be emailed, but they do not tell the whole story.
6. Supplying folk with contact details does work! A new **volunteer to help us with street tree surveys has emerged** and soon, as we build the lists for the coming years, we shall be using her in Westbury once she has been shown what is involved. As I said above, the mapping needs checking before we go down the route of ordering replacement trees. Using the internet and clicking a few buttons cannot replace leg work.
7. **At the request of BCC we held off last year with regard to new tree planting.** We did achieve a replacement planting for a dead tree on Druid Hill near its junction with Shirehampton Road. We did get a tree planted in Stoke Lodge Parkland - but that had been delayed from the year before. Residents in Kewstoke Road achieved re-planting of felled trees in their street through the Well Being grant system operating (well done them), but that was pretty much all we achieved. We’ll definitely get 8 and could get 13 trees this next season, and who knows how many in the future if we adopt the suggestion of mopping up Tree Sponsorship sites. The number is just limited by the amount of its money the NP is willing to spend! Something for discussion? If any of you wants to know how to find all the tree sponsorship sites available in our patch just ask me. You’ll need to use a layer within the Pinpoint mapping.
8. I have reported to you about the **University of Bristol’s investment in trees** in Bristol. Their **second phase** was to put large trees into significant places even if it meant creating expensive new pits. We were told that we would not be excluded from this phase and I was told that our Neighbourhood Officer in BCC would be contacted and given details of the arrangements, but that we were to choose a site. The sub group suggested putting a tree or trees somewhere into the concrete area round the junctions of North View/Howard Road/Linden Road/White Tree Road, and the Environment Group agreed that site. Meanwhile our Officers assure me that they have heard nothing from the UoB and they have checked with colleagues working with the NPs associated with the first phase. I last wrote on 30th July and will write again before departing on holiday if necessary.

I really do not know what is happening/has happened, and I fear that we have been left out for a reason I know not. It will not be for want of trying to be included.

9. Hilary Long has been continuing to follow up with developers what their plans might be with regard to **the Southmead Police Station site** following the rejection by the Development Committee of their plans to build a Care Home in such a way as to require the felling of one of three **Wellingtonia**. Having initially asked to meet Hilary and I they cancelled that meeting and have since remained silent, which is a shame. We are sure that the home could be built and we could keep the tree. We have no idea what it might be that is causing the delay. The site is no longer in our patch, but having caught the ball we'll continue to run with it.
10. Channel 4 TV recently got permission from Coombe Dingle Sports Hub to use **Stoke Lodge Parkland as an HGV park and car park**. I'll not debate the rights and wrongs of that here as there are others dealing with the various issues, including our Councillors, but all I can say is that when I went to the Parkland at the request of our Neighbourhood Officer and spoke to Channel 4's chap in charge they did almost straightaway moved nearly all the cars away from the root protection area of the **TPO'd Turkey Oak** on the Ebenezer Lane perimeter, and they did not use that area again for parking during the remaining four days they used the land. I am disappointed that Coombe Dingle staff (again avoiding whether or not they could give permission) did not point out to Channel 4 operatives in the first place the sensitivity of some of the areas of the land and ask them to avoid parking under trees, protected or not. The roots of another protected tree - a **Corsican Pine by the Gas Cabin** - became exposed in the gravel roadway and our Neighbourhood Officer, Gary Brentnall, negotiated with Coombe Dingle staff to get the roots covered again quickly. Again this exposed a lack of forethought and care I think, showing that Coombe Dingle staff lack sufficient knowledge of the environment there by permitting such occurrences in the first place. It seems that it is up to residents to protect the trees on the Parkland - a task willingly undertaken.

Stephanie French
NP3 Tree Champion

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

Stoke Bishop, Westbury-on-Trym & Henleaze Neighbourhood Partnership (NP3) 26 September 2016 Report from the Transport Working Group

1. Introduction

The Working Group's last quarterly Meeting was held on 21 July at Westbury-on-Trym Academy. Notes of the Meeting have been circulated to all attendees and can also be viewed on the NP's website (www.activenp.co.uk).

The Meeting included the Group's AGM, where NP Reps from each Ward were elected to represent their Ward for the next 12 months. It was agreed that Peter Robottom would represent SB, with Alan Aburrow and Helen Furber representing WoT&Hen.

Alan Aburrow indicated that he was prepared to continue as Chairman and, as there were no other nominations, this was unanimously agreed.

As this was the Group's AGM, the Group's Terms of Reference were revisited and, after a brief discussion, it was agreed that the only changes necessary were those to reflect the Ward boundary changes that had become effective in May. The revised Terms of Reference are appended (as Attachment 1), for formal approval by the NP.

2. Greater Bristol Bus Network (GBBN)

At the NP Meeting last March, the Area Manager (Highways) reported that his post-scheme report into the efficacy of the White Tree bus lane has been written but has not yet been published. At the time of writing, the Report had not been published.

3. Cribbs/Patchway New Neighbourhood (CPNN)

BCC's Strategic Transport Team has indicated that there will be no provisional traffic mitigation proposals available to share with stakeholders until the end of this year. Whilst BCC Officers believe a Park & Ride would be a very important adjunct to the CPNN development, such a scheme is not currently included in the South Glos Plans.

The raison d'être for such a scheme would be to encourage commuters to use public transport rather than increasing the volume of traffic on the routes into Bristol that are already congested. Such a scheme would also relieve pressure on the increasing levels of uncontrolled parking in the residential streets of Wards in north Bristol.

Consequently, Cllr Geoff Gollop has started a petition calling on the Mayor to work with South Gloucestershire Council to identify and establish a Park & Ride facility in North Bristol: http://epetitions.bristol.gov.uk/epetition_core/community/petition/3589

4. Devolved Budget for Minor Traffic Schemes

At the last NP Meeting in June, the NP Co-ordinator reported that a sum of £25,714 had been allocated to the NP's "Highways Budget" for 2016/17. When added to the unspent carryover of £30,312 from previous years, this gave a total of £56,026 available for the current year. The Neighbourhood Committee subsequently sanctioned expenditure of £18,000 at the June NP, leaving a residual budget of £38,026 for 2016/17.

In previous years, when Highways' controlled the budget, it was customary for them to allocate an ad hoc sum for "Minor Signing & Lining" (MSL) which they controlled directly. This enabled them to execute requests for MSL work without referring each

individual small request to the NP for sanction. Typically, the annual sum allocated was £2,500.

Now that the NP controls the whole of its Devolved Budget, **it would be prudent for the Neighbourhood Committee to sanction a sum of £3,000 for MSL expenditure during 2016/17**, with any remaining balance being carried forward into next year.

5. Minor Traffic Schemes

Attachment 2 (“Open Highway Issues”) includes details of all the schemes that are currently in progress, as well as those schemes that could, eventually, be prioritised for funding as minor traffic schemes in our NP area but within Highways’ current diktat of one minor traffic scheme per year, per NP. The Attachment also includes details of the 12 schemes, currently on hold, which could eventually be centrally-funded as a result of the CPNN Mitigation Review.

5.1 Progress Update - Sanctioned Schemes

(1) Sea Mills Station Parking Review (S131) - This review was sanctioned by the Neighbourhood Committee at last June’s NP and includes addressing the parking issues previously raised in Hadrian Close and Roman Way (S121), Sea Mills Lane (S122A) and Branscombe Road. This review and the subsequent introduction of any new parking restrictions will be phased over two years, 2016-18.

(2) Shirehampton Road Zebra Crossing (S117) - This scheme was sanctioned by the Neighbourhood Committee at the June 2014 NP with a budget cost of £25k. However, now that the design and location have been finalised (by the entrance to Stoke Lodge), Highways’ have increased the estimated cost by £5k, to £30k. In addition, the scheme could be extended to include upgrading the pedestrian refuges at the mini-roundabout at the top of Druid Hill (**S119**) for an additional cost of £19k (refer to Attachment 3 for details). **Accordingly, the Neighbourhood Committee is requested to sanction these additional costs, totalling £24k, from the NP’s devolved Minor Traffic Schemes budget.** Estimated scheme completion is the end of 2016.

(3) Southmead Road Zebra Crossing (W117) - Following a second consultation, the crossing will be located near Kelston Road and site works are currently in progress.

(4) Westbury Parking Review (W136 etc) - There were 117 responses to last year’s Public Consultation and a Report, with final proposals, was issued in April. With few exceptions, residents who took the trouble to respond to the Public Consultation got what they requested. The majority of the proposed new restrictions are for “junction protection” and an attempt to reduce pavement parking – particularly near Westbury Academy. Any Objections can be raised during the Statutory Consultation, which is imminent. Estimated Scheme completion is within the current financial year.

(5) Park Grove Pedestrian Improvements (H118) - There were 82 responses to the recent Public Consultation, mainly objecting to the proposal to ban southbound vehicular entry into Park Grove (from Springfield Grove). This option was subsequently dropped from the final proposals, published in mid-May. On-site work is currently in progress and includes speed tables in Park Grove and Springfield Grove, plus some minor kerb realignment work.

(6) Coldharbour Road Zebra Crossing (H125) - A revised scheme is currently being worked-up, prior to publishing the final proposals. However, the scheme is now to be delivered as part of a larger *Cycling Ambition Fund* (CAF) scheme.

(7) Brecon Road (H134) - Various proposals are currently being pursued as a condition of the Planning Permission granted to St Ursula’s E-ACT Academy for the expansion of its site. This includes parking restrictions and speed tables but the work is unlikely to be completed until early 2017. Parking issues in the area are likely to be exacerbated by the growing number all-day parkers who commute into Bristol by bus.

(8) Henleaze Parking Review (H141) – A comprehensive Parking Review in Henleaze was reconfirmed by the Neighbourhood Committee at last June’s NP, to be phased over two years, 2016--18. The review will include addressing parking issues previously raised in Wanscow Walk, Henley Grove, Henleaze Road, Etloe Road (H144), Westbury Park (H136) and Fallodon Way (H148).

5.2 Progress Update - Sanctioned Minor Works Projects

Within the guidelines issued by the Area Manager (Highways), the following six projects have been classified as outside the constraints of the current city-wide diktat of “one minor traffic scheme per year, per NP” but are being funded from the NP’s devolved Minor Traffic Schemes budget:

(1) Eastfield Road Footway Realignment (W109A) - This work was sanctioned by the Neighbourhood Committee at last December’s NP and was completed in July.

(2) Westbury Road (W138) - The installation of three street bollards was sanctioned by the Neighbourhood Committee at last December’s NP and the work completed in July.



Westbury Road Bollard Installation



Eastfield Road Pavement Realignment

(3) Canford Lane Verge (W147): Work to install a new kerb and street bollards, to prevent vehicles over-running the grass verge near Merlin Close, was sanctioned by the Neighbourhood Committee at last June’s NP. Work is currently scheduled to commence at the end of October.

(4) Exit From Tesco Site on Henleaze Road (H115) - Funding for the installation of two street bollards and additional white lining was sanctioned by the Neighbourhood Committee at last December’s NP. The bollards have recently been installed but the additional white lining is currently outstanding.

(5) Wellington Hill West Zebra Crossing (H137) - joint funding from NP3 and NP4 has facilitated the provision of LED halos on the Belisha Beacons (completed), plus anti-skid surfacing on the approaches to the crossing. However, scheduling the application of the anti-skid surfacing is subject to review - as a result of the 2016/17 road resurfacing programme in the area. In addition, there remains a possibility that the crossing could be upgraded as part of a city-wide scheme supported by the *Cycling Ambition Fund*.

(6) North View Bus Stop Relocation (H138) - The Taxi trade have not raised any objections to the current taxi rank being removed from outside Henleaze Library and, therefore, relocation of the current in-bound North View bus stop to this site is viable, subject to funding. The Neighbourhood Committee sanctioned funding for the design and subsequent local consultation at last December’s NP, prior to committing to any further funding for a bus shelter etc. The consultation will be progressed later this year.

5.3 Other Minor Traffic Schemes/Minor Works Projects

(1) Review of The Downs Parking Restrictions – Highways’ are currently reviewing the “unintended consequences” of the new parking restrictions introduced last December/January. In particular, Highways will address complaints received about problems in Downleaze, Parry’s Lane and Stoke Park Road.

(2) Student Parking around the Stoke Bishop Campus (S133 & W146): - Following a Public Statement to last June's NP which outlined the growing problem of student parking, it was agreed that two of our Ward Councillors would meet with the University's Vice Chancellor for discussions aimed at finding an amicable solution, acceptable to all parties. Local residents feel that the University have failed to honour the planning conditions attached to the original Planning Application for developing the Hyatt Baker Halls of Residence. Concurrently, BCC's Planning Enforcement Team is also investigating this issue.

(3) Parry's Lane/Cross Elms Lane Junction (S130) - There has been a history of vehicles failing to successfully negotiate the bend at this location. Following an Engineering Assessment, "bend warning" signs will be erected and targeted maintenance work will be undertaken in Spring 2017 to improve the anti-camber characteristics of the bend and resurface the road. This work will be funded from the Highways maintenance budget – not the NP's devolved Minor Traffic Schemes budget.

(4) Chock Lane (W114A) - Installation of three over-runnable chicanes was completed in July last year, as part of a traffic-calming scheme. However, as some residents had questioned the on-going efficacy of the installations, the NP funded £200 from its MSL budget to carry out repeat "clandestine" speed checks in May. Results indicated that average speeds were 16mph, compared to 14mph in July last year – just after the work had been completed. Highways have yet to report-back to residents on any additional practical works that could be considered for funding by the NP.

(5) Westbury Hill Car Park (W148) - Various requests have been received for improving parking arrangements within the car park. Parking Services have confirmed that, for legal reasons, they do not use ANPR (automatic number plate recognition) surveillance in their municipal car parks. However, Pay 'N' Display could be an option to obviate abuse by all-day parkers. In addition, the provision of some "Mother & Child" parking bays and clearer exit markings are both currently being pursued with Parking Services. If necessary, the lining work could be funded from the NP's MSL budget.

6. Prioritisation of Future Minor Traffic Schemes

Attachment 2 ("Open Highway Issues") includes details of a total of 22 issues that are currently classified as "On Hold" or "Under Review" which could qualify as schemes for delivery from the NP's devolved Minor Traffic Schemes budget. However, subject to prioritisation, delivery of any of these schemes is constrained by Highways' current diktat of "one minor traffic scheme per year, per NP".

The Open Highway Issues schedule currently includes seven "requests" for the provision of new Zebra Crossings: Coombe Lane (S123), Dingle Road (S127), Sea Mills Lane (S128), Canford Lane (W129), Henbury Road (W141), Kellaway Avenue (H142) and Henleaze Road (H143). The majority of these requests have come via BCC's Traffic Choices "Tracker" website facility, whereby members of the public can directly submit their proposals for traffic improvement schemes. There is, unfortunately, the possibility that those submitting their proposals via "Tracker" will have an expectation that their requests will be acted upon and executed with immediate effect!

Zebra Crossings typically cost £25K+ and, therefore, a less-costly solution may be the provision of central pedestrian refuges to make it easier for pedestrians to cross busy roads. However, in some locations, Zebra Crossings also reduce valuable on-street parking spaces, which is not always popular with residents or shop keepers. Also, there is anecdotal evidence from Highways Officers which indicates that, even when a crossing is available for use, many pedestrians ignore the crossings as they prefer to progress their journeys via their own "desire lines".

At July's Meeting of the Transport Working Group, it was agreed that prioritisation of any two of these 22 potential schemes, for delivery in 2018/19 or 2019/20, should be

deferred until the Working Group's quarterly Meeting next January. This would allow sufficient time for the schemes to be subject to wider debate at the Neighbourhood Forums in November. Discussions at the Forums, as an Agenda Item, would help to garner opinion as to which schemes had the widest support from their respective local communities.

7. Recommendations

The **Neighbourhood Partnership** is requested to:

1. **Approve** the Transport Working Group's revised Terms of Reference (Attachment 1), following their review at the Group's recent AGM (Item 1, above).
2. **Note** the continuing lack of progress with publishing the results of the traffic survey that is a prelude to the possible removal of the remaining section of bus lane on the approach to the White Tree roundabout, or to justify its retention (Item 2, above).
3. **Note** that BCC's Transport Development Team is unlikely to publish any proposals for mitigating the potential impact of additional traffic volumes on the A4018, arising from the Cribbs/Patchway New Neighbourhood (CPNN), before the end of this year (Item 3, above).
4. **Note** that the NP currently has a balance of £38,026 in its devolved Minor Traffic Schemes budget (Item 4, above).
5. **Note** progress of the Minor Traffic Schemes and Minor Works Projects previously sanctioned by the NP (Items 5.1 and 5.2, above)
6. **Note** that currently there are requests to fund 22 Minor Traffic Schemes across the NP, including the provision of seven new Zebra Crossings (Item 6, above).

In addition, The **Neighbourhood Committee** is requested to:

7. **Approve** the allocation of £3k from the NP's devolved budget to cover routine Minor Signing & Lining (MSL) requests during 2016/17 (Item 4, above).
8. **Approve** expenditure totalling £24k to cover the increased cost (£5k) necessary to deliver the previously-sanctioned Shirehampton Road Zebra Crossing and also include upgrading the Druid Hill mini-roundabout (£19k) within the same scheme (Item 5.1, above).

Alan Aburrow
Chairman, Transport Working Group
(2 September 2016)



Stoke Bishop, Westbury-on-Trym & Henleaze
Neighbourhood Partnership

Transport Working Group - Terms of Reference (September 2016)

Aims:

- To research, review, monitor and report on transport-related issues in the two Wards of Stoke Bishop and Westbury-on-Trym & Henleaze, ensuring that the views of residents from the area are considered.
- To work with Bristol City Council Traffic Management and other relevant statutory service providers to make recommendations to the Neighbourhood Partnership regarding devolved budgets.
- To influence additional transport related issues as agreed by the Neighbourhood Partnership and negotiate relevant activity from citywide and other budgets.

Powers:

- To design and carry out consultation activity.
- Report findings back to the Neighbourhood Partnership who will discuss options – final decisions will be taken by the elected councillors for each Ward at the Committee element of the NP meeting.
- Gather information from residents, using forums, public events and meetings, and by other forms of public consultation, as deemed appropriate.
- Work with Council Officers.
- To revisit the Terms of Reference every 12 months - this will be agreed by the NP Board.

Membership:

- One chairman, who is an elected or co-opted Neighbourhood Partnership Representative, to be elected annually by the Working Group and who will lead the Group, chair the meetings and liaise with appropriate BCC staff.
- One of the elected NP Ward Representatives from each ward to represent and lead the work of each Ward – to be elected annually.
- The Group must include one NP Elected Representative from Stoke Bishop and two from Westbury-on-Trym & Henleaze to be quorate.
- Interested residents from each Ward to help conduct surveys and participate in walkabouts etc.
- A Representative from BCC's Highways and Traffic Team
- The Police point of contact will be the local Neighbourhood Manager, who can be e-mailed regarding relevant issues.
- All members may be offered training as appropriate.

Meetings:

- To meet quarterly to plan and discuss areas of work – to ensure wider participation by meeting on different nights of the week throughout the year.
- Additional meetings may be called as and when deemed necessary.

Stoke Bishop, Westbury-on-Trym & Henleaze Neighbourhood Partnership

Transport Working Group

Open Highway Issues (September 2016)

Ref	Area	Location	Details	Progress	Status
Section 1 - Minor Traffic Schemes					
H107	Hen	Henleaze Rd/Westbury Rd	Ban right turn out of Henleaze Road	Perceived need will be monitored and, if necessary, included as part of CPNN mitigation.	Included in CPNN mitigation review
H108	Hen	Lime Trees Road to Ridgehill	Complete the missing 20m section of cycle path at the Ridgehill end	Subject to establishing ownership of the small piece of land over which the Cycle Path would be laid	In progress with PRoW Team
H115A	Hen	Henleaze Road, exit from Tesco	Safety concerns for pedestrians on pavement	Proposals to install traffic bollards and additional white lining agreed by NP, December 2015.	In progress
H118	Hen	Park Grove, near junction with Henleaze Park	Install Zebra Crossing, for the benefit of children attending local school. However, low volume of traffic does not support a crossing as a 24/7 solution.	Public Consultation complete and proposals now include speed tables and kerb buildouts. Statutory Consultation completed and work being progressed.	In progress
H124	Hen	Wellington Hill West, junction with Kellaway Avenue	Move Stop Line further down Wellington Hill West to give busses turning from Kellaway Ave more	Road markings reviewed and changes to be introduced during next maintenance cycle.	In progress
H125	Hen	Coldharbour Road, between Cairns Road and Halsbury Road	Install pedestrian crossing.	Public consultation completed. Works now to be delivered as part of a larger Cycling Ambition Fund scheme. Estimated completion - end 2016	In progress
H127	Hen	Downs Park West, junct with Henleaze Rd	Inconsiderate parking on junction	Parking restrictions included in North View TRO Review	In progress
H130	Hen	Brean Down Ave, junction with White Tree Road	Introduce parking restrictions at junction	Parking restrictions included in North View TRO Review	In progress
H131	Hen	Eastfield junction with Eastfield Road	Introduce parking restrictions at junction	Parking restrictions included in WoT parking review	In progress
H132	Hen	Grange Park junction with Brecon Road, Waterford Road & Antrim Road	Inconsiderate parking in junction area restricting access for through traffic, in particular in Grange Park	Parking restrictions included in Brecon Road TRO Review (H134)	In progress
H134	Hen	Brecon Road	Provision of "safety features" around St Ursula's Academy	Reviewed as part of Planning Application to expand St Ursula's Academy and will be funded by the Academy.	In progress
H135	Hen	Downs Park East, junct with Henleaze Rd	Inconsiderate parking on junction	Parking restrictions included in North View TRO Review	In progress
H136	Hen	Westbury Park (the road)	Suggestion that the road could become a one-way street to obviate the dangers of all-day parking	Currently little support from the WP Community Association. The outcome of a post-RPZ review could influence any proposals.	On hold
H137	Hen	Wellington Hill West Zebra Crossing (near 'Beehive' PH)	"Puffin crossing" requested to make the existing crossing safer - especially for children attending Horfield school	An upgrade to a "Puffin Crossing" at +£60k is beyond the NP's budget. Belisha Beacon LED halos completed and anti-skid surfacing being progressed (part-funded with NP4)	In progress
H138		North View	Relocate in-bound bus stop from North View to Northumbria Drive (outside library)	Funding for a design study and local consultation agreed by NP, December 2015	In progress
H141	Hen	Henleaze Parking Review ('Tracker' ID 860)	Various issues identified: Wanscow Walk, junct with Henleaze Road; Henley Grove junction with Henleaze Road; Henleaze Road (between Northumbria Drive and Westbury Road); Etloe Road	Revised Parking Review sanctioned at June 2016 NP for inclusion in 2016/18 programme	In progress
H142	Hen	Kellaway Avenue ('Tracker' ID 1014)	Request for Zebra Crossing between Kings Drive and Phoenix Grove.	Survey the area for possible crossing location. The location straddles 2 Neighbourhood Partnerships	Under Review
H143	Hen	Henleaze Road ('Tracker' ID 1121)	Request for Zebra Crossing near Downs Park West	Survey the area for possible crossing location. What local support had been identified?	Under Review

Ref	Area	Location	Details	Progress	Status
H144	Hen	Eloee Road ('Tracker' ID 1255)	Pavement-parking near North View causing an obstruction to pedestrians and buggies	Without the presence of yellow lines, obstruction is a Police matter. Additional parking restrictions to be reviewed under H141.	In progress
H145	Hen	Harbury Road ('Tracker' ID 1273)	Vehicles over-running and damaging the grass verge.	Parking restrictions and/or installation of street bollards to be appraised by Highways' engineer.	Under Review
H146	Hen	Blandford Close ('Tracker' ID 1278)	Turning circle at end of cul-de-sac obstructed by parked vehicles	Obstruction is a Police matter. White "Keep Clear" markings to be painted.	In progress
H147	Hen	Waterford Road , junction with Henleaze Road ('Tracker' ID 1179)	Crossing in the vicinity of a junction containing 5 roads causes an issue for pedestrians, particularly the elderly.	Survey area to establish if a pedestrian refuge is practical. An alternative option could be additional white lines to make the junction more "pedestrian friendly"	Under Review
H148	Hen	Falloon Way ('Tracker' ID 1311)	Parked vehicles causing visibility issues for vehicles exiting Falloon Court	Additional parking restrictions to be reviewed under H141.	In progress
H149	Hen	Kellaway Avenue (Golden Hill) ('Tracker' ID 1366)	20mph speed limit plus physical calming ("speed humps") requested in the Golden Hill area plus a new Zebra Crossing.	Zebra Crossing already covered by Issue H142. Road could be assessed for practicality of 20mph limit and physical calming.	Under Review
S107A	SB	Kewstoke Road junction with Stoke Hill	Pavement build-outs to be considered if recent parking restrictions (S107) are demonstrably inadequate	Requires a survey and a detailed design study, plus Consultation - this would cost approx £7 to £8k	On hold
S117	SB	Shirehampton Road	Requirement for a crossing point near Stoke Lodge entrance	Scheme sanctioned at June 2014 NP and proposals currently being worked-up with S119	In progress
S118	SB	Hollybush Lane junction with Druid Hill	Inconsiderate parking on junction, reducing visibility for drivers exiting Hollybush Lane	Parking Restrictions ("yellow lines") to be included in next local parking review	On hold
S119	SB	Druid Hill Mini-roundabout	Difficult for pedestrians to cross the roads at this location	A Design Study for upgrading is included with S117	In progress
S120	SB	Bus Stop on Stoke Hill (outside No 59)	Reduce the length of the bus stop by one car length in order to increase parking spaces	Will be considered when bus cage is next repainted	In progress
S121	SB	Roman Way, junction with Portway and Hadrian Close	Inconsiderate parking on junction, reducing visibility for drivers exiting Portway	Parking Restrictions ("yellow lines") included in S131 parking review	In progress
S122	SB	Sea Mills Lane	Provide car park near railway station.	Possible locations currently being researched with BCC.	Under Review
S122A	SB	Sea Mills Lane	Parking provision at station end of Sea Mills Lane for allotment holders	Parking Restrictions ("yellow lines") included in S131 parking review	In progress
S123	SB	Coombe Lane	Provide a Zebra Crossing, near Rayleigh Road	Possible alternative locations to be reviewed, together with provision of central pedestrian refuge points as an alternative	Under Review
S124	SB	Stoke Hill	Paint additional "Slow" markings on road near Eastmead Lane	Will be funded from NP3 "Minor Signing & Lining" budget	In progress
S125	SB	Stoke Hill ('Tracker' ID 885)	Vehicles obstructing dropped kerbs at Stoke Hill Shops	Paint additional white lines and "Disabled" markings	In progress
S126	SB	Portway	Provide improved footway between Roman Way and Avon Wildlife Trust's nature reserve	Feasibility study required	Under Review
S127	SB	Dingle Road ('Tracker' ID 943)	Request for Zebra Crossing as there are no safe crossing facilities near the bus stops	Survey the area for possible crossing location. The location straddles 2 Neighbourhood Partnerships	Under Review
S128	SB	Sea Mills Lane ('Tracker' ID 1012)	Request for Zebra Crossing between Avon Way and Lyndale Avenue	Survey the area for possible crossing location. What local support had been identified?	Under Review
S129	SB	Stoke Park Road ('Tracker' ID 1197)	Vehicles over-running and damaging the grass verge.	Parking restrictions and/or installation of street bollards to be appraised by Highways' engineer.	Under Review
S130	SB	Parrys Lane/Cross Elms Lane junction ('Tracker' ID 1186)	Road safety issues with vehicles failing to negotiate bend, mounting pavement and demolishing boundary walls etc	"Bend warning" signs will be erected and targeted maintenance work will be undertaken in Spring 2017 to improve the anti-camber characteristics of the bend	In progress

Ref	Area	Location	Details	Progress	Status
S131	SB	Sea Mills Station Parking Review	To include, Hadrian Close, Roman Way, Branscombe Road, Sea Mills Lane etc	Parking Review sanctioned at June 2016 NP for inclusion in 2016/18 programme	In progress
S132	SB	Riverleaze ('Tracker' ID 261)	Pedestrian crossing requested outside Sea Mills Primary School	Previously reviewed by the Avonmouth & Kingsweston NP but not selected as a scheme on the basis that the low speeds and low pedestrian volumes did not justify the need.	Closed
S133	SB	Shaplunds, Stoke Park Road, Ormerod Road	Obstructive parking by vehicles believed to belong to students residing at the University's Hyatt Baker site.	University deny that the problem is caused by student's vehicles and, therefore, not their problem to address (see also W146).	Under Review
W109A	WoT	Eastfield Road (near top of Waters Lane)	Pavement build-outs and pedestrian crossing improvements, including the widening of footway between Albert Place and Waters Lane.	New pedestrian crossing point completed. Remaining footway improvements agreed by NP, Dec 2015 as a "Minor Works" project	Complete
W114A	WoT	Chock Lane	Additional traffic-calming measures, not covered by W114	Completion of Phase 1 recommendations - pavement build-outs and additional signing and lining (est: £12k) and completion of Phase 2 recommendations, if required (est: £7k) following completion of W114	Under Review
W117	WoT	Southmead Road, near Alexandra Road	Incorporate pedestrian crossing with existing central pedestrian refuge.	Final location agreed (Kelston Road) - estimated completion Mid-2016	In progress
W119	WoT	Falcondale Road, near junction with Greystoke Avenue	Introduce a pedestrian crossing, across Falcondale Road	Feasibility study required. A cheaper (£15-20k) option could be to incorporate a central refuge island, without a formal crossing.	Included in CPNN mitigation review
W121	WoT	Falcondale Road/ Westbury Road junction	Current location of both Zebra Crossings is a hazard to pedestrians and vehicles	Relocation of crossing points included with signalisation of junction. S106 part-funding available from Planning Consent to expand St Ursula's Academy.	Included in CPNN mitigation review
W121A	WoT	Falcondale Road/ Westbury Road junction	Minor improvements to crossing following pedestrian accident on crossing	Erect additional warning sign (complete); review and extend zigzag markings; lay high friction surface on approaches to crossing, see W121	Included in CPNN mitigation review
W123	WoT	Falcondale Road	1 of 6 recommendations contained in a traffic signal sequencing review, previously sanctioned by the NP	Connect the lights to the Council's private fibre network (BNET) to give enhanced reliability, cost £30k-£50k.	Included in CPNN mitigation review
W124	WoT	Falcondale Road	1 of 6 recommendations contained in a traffic signal sequencing review, previously sanctioned by the NP	Install traffic cameras on the BNET system, cost approx £20k but dependant on completion of W123	Included in CPNN mitigation review
W125	WoT	Falcondale Road	1 of 6 recommendations contained in a traffic signal sequencing review, previously sanctioned by the NP	Introduce a "Clearway" during peak hours, cost £10k	Included in CPNN mitigation review
W126	WoT	Falcondale Road/ Stoke Lane junction	1 of 6 recommendations contained in a traffic signal sequencing review, previously sanctioned by the NP	Improvements to the capacity of the Stoke Lane junction, cost approx £25k	Included in CPNN mitigation review
W127	WoT	Falcondale Road/ Henbury Road junction	1 of 6 recommendations contained in a traffic signal sequencing review, previously sanctioned by the NP	Improvements to the capacity of this junction. These would cost approx £200k and be funded from the Council's capital budget, probably within the next 5 years	Included in CPNN mitigation review
W129	WoT	Canford Lane (between Canford Road and Dingle Road)	Provide Zebra Crossing and/or central pedestrian refuge(s)	SpeedWatch results to be reviewed	Under Review
W130	WoT	Glenwood Road	Provide double yellow lines opposite allocated parking spaces to maintain adequate access for traffic.	Parking restrictions ("yellow lines") included with Southmead Hospital Parking Statutory Consultation	In progress
W132	WoT	Eastfield Road, at Cote Lea Park junction	Difficulty for pedestrians using crossing point, due to parked vehicles restricting visibility	Will require parking restrictions if parked vehicles are to be moved further away from crossing point.	In progress

Ref	Area	Location	Details	Progress	Status
W133	WoT	Greystoke Ave, junct with Falcondale Road	A BCC Report in 2012 highlighted that existing pedestrian refuges at the junction were poorly sited and proposed that improved crossing points plus a 2-lane exit from Greystoke Ave to Falcondale Road , would benefit both pedestrians and traffic	Review recommendations and pursue options. Also to include W119. Design Study sanctioned at Dec 2013 NP, subsequently decision reversed at March 2014 NP.	Included in CPNN mitigation review
W134	WoT	Coombe Lane junction with Canford Lane	Excessive speed of traffic moving from Canford Lane into Coombe Lane and also difficult for pedestrians to cross Coombe lane at this wide junction.	Consider pavement build-outs to reduce speed of traffic and provide central pedestrian refuge. Estimated cost of Capital works, £20k+; Design Study and consultation, approx £3k.	Under Review
W135	WoT	Cote Lea Park junction with Pinewood Close	Inconsiderate parking on junction, reducing visibility for drivers	Parking restrictions ("yellow lines") included with W136	In progress
W136	WoT	Holmwood Gardens, Passage Road, Shipley Road and Westfield Road	Roads currently being used for all-day commuter parking with resultant visibility problems and pavement parking	Parking Review sanctioned at June 2014 NP. Public Consultation completed and scheme will progress to Statutory Consultation, prior to scheme implementation late 2016	In progress
W138	WoT	Westbury Road	Inconsiderate parking on footway between Falcondale Road and Southfield Road	Installation of street bollards as a "minor works" project agreed by NP, December 2015	Complete
W139	WoT	Rosery Close	Roads currently being used for all-day parking with resultant problems for residents	Parking restrictions ("yellow lines") included with W136	In progress
W140	WoT	Southdown Road and Hillsdon Road	Problems with "rat-running" to avoid Henbury Road/Falcondale Road traffic lights	Could be included with CPPN mitigation review	Included in CPNN mitigation review
W141	WoT	Section of Henbury Road near junction with Hyland Grove	Pedestrian crossing on Henbury Hill has been requested - near Northover Road	Suggestion to be reviewed for practicality. Possible alternative would be to include a new section of footway on Henbury Road	Under Review
W142	WoT	Falcon Close, junction with Henbury Road	Inconsiderate parking on junction, reducing visibility for drivers	Parking Restrictions ("yellow lines") to be included in next local parking review	Under Review
W144	WoT	Canford Lane, between Canford Road and Falcondale Road	Complaint of increased traffic congestion following increased number of busses using Canford Lane	Parking arrangements and possibility of one-way street could be considered as part of the CPNN mitigation review	Included in CPNN mitigation review
W146	WoT	Elmlea Avenue & Rylestone Grove ('Tracker' IDs 783 and 1165)	Obstructive parking by vehicles believed to belong to students residing at the University's Hyatt Baker site.	University deny that the problem is caused by student's vehicles and, therefore, not their problem to address (see also S131).	Under Review
W147	WoT	Canford Lane (near Merlin Close) ('Tracker' ID 1221)	Kerb to be improved/built on grass island off Canford Lane to prevent escalating damage to grass verge due to inconsiderate parking	Installation of kerb and bollards as a "minor works" project agreed by NP, June 2016	In progress
W148	WoT	Westbury Hill Car Park	Requests to include larger "mother & child" parking bays and to mark-out exit lane for both left and right turners	Parking Services to assess requests for practicality and cost.	Under Review
Section 2 - Devolved Section 106 Monies					
ZCD...768		Shipley Road, Westbury-on-Trym	The provision of improvements and maintenance of Public Right of Way 560	£5079.24 contribution with no limit on spend date. Contact Officer: Gareth Vaughan-Williams, Highway Services Manager	In progress with PROW Team
ZCD...967		Henleaze Road, Henleaze	The provision of improvements to the bus stopping facilities at the southbound bus stop near Rockside Drive on Henleaze Road	£8000.00 contribution with no limit on spend date. Release of funds sanctioned at June 2014 NP	In progress

Working Group for Older People

Report to the Neighbourhood Partnership 26 September 2016

WGOP aims to promote the health, well being and quality of life of older people within the NP3 area.

Pick-Me-Up Activities

Pick Me Up Activities are for those people in our NP3 partnership who have difficulty in using public transport and who may feel isolated.

Outings are much appreciated and considered to be a very worthwhile activity by participants. The Summer Outing on Thursday 16 June 2016 was a visit to Puxton Park, Hewish with a waitress service sit down lunch. There was plenty of time to look around, have coffee, visit the animals and to watch a falconry display. Contribution towards the cost including travel and lunch was £20. Forty NP3 residents enjoyed their day out. Gay Huggins, Val Bishop and Glenise Morgan accompanied the participants.

What's On Booklet

Plans to publish a third edition of this Booklet were discussed at the 13 April meeting. The booklets are very popular. We will try and obtain sponsorship.

Promotional Activities

Over the past few months information about how the WGOP has helped the over 60s in NP3 has been on display in Westbury-on-Trym and Henleaze Libraries and Stoke Bishop Hall.

WGOP was present with a promotional stand at an over 75s Health and Well Being Event in the Greenway Centre on 30 July. The event was funded by the six Medical Centres used by our NP residents. It was a free event for charities and organisations dedicated to improving the health and well being of the over 75s. Val Bishop and Graham Donald hosted a WGOP stand promoting the work of our NP and the activities provided for our older people.

We had some good conversations with attendees and collected nine more names for our database. The event was not that well attended. WGOP wishes to thank Gary Brentnall for his help in arranging the use of display boards and the NP3 pull up banner.

Bristol Dementia Action Alliance

WGOP is aware of all equality issues whilst planning activities and continues to support the work of Tony Hall of Bristol Dementia Action Alliance and their work in our partnership area. Val Bishop and Graham Donald attended the first birthday celebrations and conference of Bristol Dementia Action Alliance on Friday 8 July.

Aims and Priorities

These have been refreshed and are included in the NP3 Plan. Further ongoing amendments are required.

Work has been continuing to update the Constitution in readiness for the WGOP AGM.

Next meeting - The AGM on Wednesday 5 October at 10am

Valerie Bishop
Chairman



Notes of NP3 Communications Group Meeting

Tuesday 12 April 2016 at Westbury-on-Trym Library

Present:

Helen Furber (HF) (Chair) Roger Gamlin (RG) Andrew McGrath (AM)
Peter Weeks (PW)

Apologies:

Alan Aburrow (AA) Valerie Bishop (VB) David Mayer (DM)
Alan Preece (AP) Sheila Preece (SP)

- 1 Apologies** HF welcomed those present and advised that she had received five apologies for the meeting (see above).
- 2 Chair** As this was the first working group meeting after the ward representatives were confirmed, HF advised that she was happy to remain as Chair but would 'step down' if anyone else wanted the role; it was however agreed that HF would continue in the role.
- 3 Notes of last meeting** Approved.
- 4 Matters arising from last notes**
 - a) Mayor's visit: A brief discussion took place about the possibility of the new Mayor visiting NP3. Although it was originally understood that he wanted to make a visit to each NP in his first 100 days in office, it appears that the plan has been superseded by him making more ad hoc visits to already planned local events (e.g. it was suggested that he might attend 'Party in the Park' on 10 September).
 - b) Traffic Choices: AM and AA have discussed a process for using Traffic Choices within NP3. This has been outlined at the Transport meeting. It is important that the availability of Traffic Choices is made known to NP3 residents.
- 5 Website** The long awaited meeting with staff at the Knowle West Media Centre (KWMC) regarding hosting servers and providing training and guidance about NPs' websites across the city took place on 29 April. HF, AA, AP and AM attended the meeting.

HF confirmed that the meeting was constructive. A discussion

took place between Makala Campbell and Russell Knights of KWMC and participants (including those representing Bishopston, Cotham & Redland, St George, Filwood, Knowle & Windmill Hill) about their various requirements. It appeared that KWMC would be able to supply a cost effective service tailored to individual NP needs - based on a core offering of hosting plus four half day modules and ad hoc assistance which would probably differ for each NP.

It was agreed that KWMC would supply AM with a costed list of their proposed service offering. To enable the quote to be prepared, AM agreed to coordinate a consolidated list of the requirements of the NPs represented at the meeting and to incorporate (if applicable) additional requirements for any NPs not represented.

AM advised that, further to the meeting and subsequent emails regarding the web consortium, some NPs had been very slow in sending responses to him and the consortium idea appeared to be unravelling. It was agreed that we could wait no longer and that AM/ HF would pursue KWMC support on behalf of NP3 in isolation.

- 6 Facebook** Some time was spent looking at the Facebook pages which Gary Brentnall (GB) has been 'working on' for NP3. Suggestions were made about possible changes to the pages but, due to the lack of experience of those at the meeting, it was agreed to review the pages after speaking with GB. AM confirmed that it is proposed that GB will attend future Communications meetings.
- 7 Twitter** It was agreed that it more important to establish Facebook than to also spend time setting up a Twitter account at this stage.
- 8 Key priority** The overall Communications priority for the NP (see pages 54 and 55 of the papers from the 13 June 2016 NP papers) is to increase community awareness and to encourage residents to contribute their views in order to influence decisions.
- It was agreed that, in advance of the next Group meeting, the proposed activities in the Communications Plan will be reviewed and that an action plan will be developed (before and at the meeting) to prioritise the various activities needed to improve communication in the NP.
- 9 Next quarterly meeting** 5pm on Tuesday 18 October 2016 at Westbury-on-Trym Library.

HSBWOT NP Governance Working Group Report

Recommendations:

1. To **note** the report and discussion held on governance issues relating to the NP
2. To **discuss and agree** the recommendation in section 1 regarding working groups being quorate (1.3)
3. To **discuss and agree** the statement regarding the NP's ownership of all information relating to its operation (3.4)
4. To **agree** to Alan Preece being Chairman of the Environment Working Group (5.2)

1.0 At its meeting held on 2nd August 2016, the following NP members were present:

Governance Working Group members: David Mayer, Helen Furber, Graham Donald. **Observers:** Alan Preece

1.0 Terms of Reference of Working Groups.

1.1 The different ToR and membership practices of the various working groups were discussed. For example, the Well Being Group has a specific membership, based on ward rep membership, whereas the Transport and Environment Working Groups have a wider, more fluid membership and operate on consensus. Do we need the groups to be run the same way?

1.2 It was pointed out that all the groups work well in their own way and that their ToR (where they have one) and proceedings are all effective in doing what they need to be doing i.e. producing clear recommendations and project ideas.

1.3 It was agreed that the working groups, no matter how they operate, need to have elected reps present. The Governance Working Group **requests the NP to agree** that working groups should only be considered quorate if there are at least 2 W-o-T & Henleaze reps and 1 Stoke Bishop rep present at each meeting. This should be considered the minimum, and ideally the ratio should be 3 W-o-T & Henleaze and 2

from Stoke Bishop (except for the Governance Group, which should remain at the ratio of 2:1).

2.0 Working Group for Older People

2.1 The new constitution is to be agreed in October at the Group's AGM.

2.2 There are three formal roles on this group due to its having a bank account (unlike all other working groups). The roles are: Chair, Secretary, and Treasurer. Two of these three posts must sign all cheques. The WGOP will provide a report on the new constitution at the December NP.

3.0 Neighbourhood Partnership information

3.1 Inevitably, information gathered and retained by members of different working groups is held and stored by different people in different ways.

3.2 All information held by individuals relating to any aspect of the NP's work is owned by the NP.

3.3 In order to strengthen the NP's ownership of its information, the Governance Group recommends that a central repository be made available to hold all NP information. It was suggested that either a part of the website (not open to, or viewable by, the public) or a google (or equivalent) drop box, accessible only by those with a password, be set up to enable this. **Action:** Coordinator to investigate and report back.

3.4 To reinforce this decision, the **NP is requested to agree** that all members of the NP be subject to the following statement, which will be added to the NP's Terms of Reference:

3.5 "Any contact lists, financial information, reports, agreements, policies, funds and equipment developed collected or stored on behalf of the NP, its forums, working groups or projects, are the property of the NP and must be protected and made available for use by the NP"

4.0 Vice Chair's role

4.1 As Vice Chair, Graham sought clarification on his role. It was agreed that the role is to take on certain tasks as agreed, work with the Chair for

the benefit of the NP, and Chair NP meetings and pre-meetings in the Chair's absence.

4.2 It was also agreed that the role is in large part informal and varied; the Coordinator and Neighbourhood Officer will provide information and seek decisions and views from the Chair and Vice Chair as and when the need arises. The Vice Chair has a specific role in agreeing (with the Chair) the agenda for NP meetings.

5.0 Chair of the Environment Working Group

5.1 Alan Preece has kindly offered to chair the Environment Working Group. As the NP is aware, Alan has recently stepped down from his role as a Stoke Bishop NP Rep.

5.2 As per the changes to the NP's Terms of Reference agreed at the March NP, non-NP rep chairs of working groups have to be ratified by the NP. The **NP is requested to agree** to Alan Preece chairing the Environment Working Group.

6.0 Young people

6.1 As the NP is aware, the NP has agreed substantial funds in support of children and young people's activities and welfare over the lifetime of the NP. Despite this, the NP has been unable to run a working group for young people.

6.2 There are no direct youth services delivered in this NP area by the central delivery organisation for youth work in Bristol – Bristol Youth Links. The vast bulk of youth services are targeted at deprived neighbourhoods. However, there are certain services that are available to all parts of Bristol. One of these is advice on what other provision is available and how to organise youth provision.

6.3 The Governance Working Group has requested that the Coordinator, using the contact list provided by Bristol Youth Links, contact all the groups in the NP area, seeking their thoughts and support for initiating a young people's working group. If possible, advice and assistance will be sought from Youth Links. **Action:** Neighbourhood Coordinator



MY NEIGHBOURHOOD



Stoke Bishop, Westbury on Trym & Henleaze NEIGHBOURHOOD PARTNERSHIP Monday 26th September 2016

Report of: Andrew McGrath – Communities & Neighbourhoods

Title: NP Co-ordinator **Telephone Number:** 0117 9036436

RECOMMENDATIONS. The NP is asked:

1. To **note** the date of the next forums.
2. To **note** the current budget of the NP
3. To **note** the meeting schedule and to **agree or alter** the proposed dates
4. To **note** the updates on this NP's devolved budgets and to **note** the update on non-devolved S106 funding allocated to this NP area
5. To **note** the brief reference to the citywide NP event that took place in July (detailed meeting notes sent to NP members)
6. To **note** the update regarding the recent equalities review and to **agree any actions** arising from the findings
7. To **note** the update regarding the 90th (W-o-T) Bristol Scout Group's attempts to find a new home for the troupe
8. To **note** the concerns raised by local residents regarding the recent episode of a television production crew parking its vans and lorries on Stoke Lodge and to **agree any actions** it wishes to take on this matter

1. Forum Updates

There were no forums over the summer. The dates of the next forums are as follows:

Stoke Bishop – 7pm Tuesday 1st November. Stoke Bishop Primary School
Westbury-on-Trym & – 7pm Wednesday 2nd November. Venue 35
Henleaze – 7pm Thursday 3rd November 2016. Henleaze Library

For full meeting notes and other information, visit the NP website:

<http://www.activenp.co.uk/>

2. Current financial situation

The NP has had one meeting this financial year. The full details of the NP's funds and what has been committed are in the table below, along with the remaining budget balance. This will be updated for each NP meeting (more often, if required).

NP3 Budget details devolved funds 2016/17	brought fwd from 2015/16	new budget / allocation 2016/17	Total for 2016/17	committed spend at NP mtg 13.06.16	balance remaining in 2016/17	comments
<u>Devolved budget</u>						
a. Well being	22,114	26,620	48,734	7,316	41,418	5 well being projects chosen at June NP
b. other costs incurred in 2015/16	-3,380	3,380	0		0	
c. Clean & green	1,500	1,500	3,000	1,500	1,500	3 wards X £500
sub total	20,234	31,500	51,734	8,816	42,918	
d. Minor traffic schemes	30,312	25,714	56,026	18,000	38,026	2 projects chosen
e. Narrow estates funding	15,726	4,029	19,755	0	19,755	
sub total	66,272	61,243	127,515	26,816	100,699	
Section 106	36,211	0	36,211		36,211	CIL: 1. £1,000 for daffodils near playgrounds. 2. Up to £6k for trees. Final figure not yet known
Community Infrastructure Levy (CIL)	27,320	0	27,320	7,000	20,320	
TOTAL	129,803	61,243	191,046	33,816	157,230	

3. Future meeting dates. The NP is asked to **note** the meeting dates and **agree or alter** the dates as required.

	Cycle 1 2016/17	Cycle 2 2016/17	Cycle 3 2016/17
NP	Monday 26 th September Henleaze Junior School 7.00pm	Monday 5 th December St Edyth's Church Hall 7.00pm	Monday 6 th March Venue tbc 7.00pm
NP Pre meeting	Monday 19 th September Sea Mills Library 6.00pm	Monday 28 th November Sea Mills Library 6.00pm	Monday 27 th February Sea Mills Library 6.00pm
Deadline for submission of reports/papers to the NP	Thursday 8 th September	Thursday 17 th November	Thursday 16 th February
	↕	↕	↕
Henleaze Forum	No forums in summer	Thursday 3 rd November Henleaze Library 7.00pm	Thursday 2 nd February Venue tbc 7.00pm
WoT Forum	No forums in summer	Wednesday 2 nd November Venue 35 7.00pm	Wednesday 1 st February Venue tbc 7.00pm
SB Forum	No forums in summer	Tuesday 1 st November Stoke Bishop Primary School 7.00pm	Tuesday 31 st January Venue tbc 7.00pm
Well Being Working Group	Monday 25 th July Westbury Library 6.00pm	Monday 24 th October Westbury Library 6.00pm	Monday 16 th January Westbury Library 6.00pm
Well Being and Environment closing dates	Friday 15 th July	Friday 14 th October	Friday 6 th January
Communications Working Group	Tuesday 12 th July Westbury Library 5.00pm	Tuesday 18 th October Westbury Library 5.00pm	Tuesday 10 th January Westbury Library 5.00pm
Transport Working Group	Thursday 21 st July W-o-T Primary 7.00pm	Monday 31 st October Venue tbc 7.00pm	Tuesday 17 th January Venue tbc 7.00pm
Environment Working Group	Thursday 28 th July Coombe Dingle Sports Centre 2.00pm	Thursday 27 th October Venue tbc 2.00pm	Thursday 12 th January Venue tbc 2.00pm
Working Group for Older People		5 th October Venue tbc	11 th January Venue tbc

4. Devolved Services Update

4.1 Community Infrastructure Levy

Stoke Bishop, Westbury-on-Trym & Henleaze Neighbourhood Partnership CIL monies held - 31 July 2016

Monies to be spent on measures to support the development of the Neighbourhood Partnership's area, by funding:

a) the provision, improvement, replacement, operation or maintenance of infrastructure; or

b) anything else that is concerned with addressing the demands that development places on an area

Date Received	Application	Site Address	Amount
12/08/13	13/00725	7 Church Avenue, Stoke Bishop	£2,163.00
28/08/13	12/05184	Reynolds Garage, 43 Church Rd, Westbury-on-Trym	£1,323.00
06/12/13	12/05218	2 Trymwood Parade, Stoke Bishop	£5,184.00
23/04/14	13/04155	Old Sneed Park Cottage, Mariners Drive, Sneyd Park	£2,443.35
23/01/15	13/01967	Winford Court, Downs Park West, Henleaze	£52.50
22/04/15	14/01347	Henleaze Terrace / Eastfield Road, Henleaze (1)	£5,219.18
08/06/15	14/00309	Land to rear of 21 to 31 Avon Way, Sneyd Park	£322.17
09/06/15	13/05335	Redwood, Stoke Park Road South, Sneyd Park (1)	£1,423.11
03/07/15	12/00803	Land to rear of 86 and 88 Henleaze Road, Henleaze	£2,247.00
06/08/15	14/01347	Henleaze Terrace / Eastfield Road, Henleaze (2)	£5,219.18
06/08/15	13/02002	Former Dairy Crest Depot, Parrys Lane, Stoke Bishop	£1,055.39
02/09/15	13/01230	6 Russell Grove, Henleaze	£903.00
16/10/15	13/05335	Redwood, Stoke Park Road South, Sneyd Park (2)	£1,423.11
04/02/16	14/01347	Henleaze Terrace / Eastfield Road, Henleaze (3)	£7,828.78
08/04/16	13/05335	Redwood, Stoke Park Road South, Sneyd Park (3)	£2,134.67
11/04/16	15/04301	46 Tuffley Road, Westbury-on-Trym	£714.38
03/05/16	15/04312	69 High Street, Westbury-on-Trym	£3,132.59
29/06/16	13/05335	Redwood, Stoke Park Road South, Sneyd Park (4)	£2,134.67
		Total	£44,923.08

£5,000 applied to Golden Hill PROW Improvements (awaiting draw down of funds)

£3,986 applied to Stoke Lodge Play Equipment (awaiting draw down of funds)

**Stoke Bishop, Westbury on Trym & Henleaze
Neighbourhood Partnership**

Devolved Section 106 monies held as at 31st July 2016

Permission / Site / S106 Code/contact officer	Current Contribution Value	Actual Current funding available	Date to be Spent / Committed by	Purpose of Contribution
Parks				
11/02870 / 3 Stoke Hill, Stoke Bishop / ZCD...A35 Richard Ennion (Horticultural Services Manager)	£2,324.96	Remaining: £124.96 £2,200 committed Sept 2014 (trees)	No Limit	The provision of off-site tree planting within one mile of 3 Stoke Hill
09/04610 / Sanctuary Gardens, Stoke Bishop / ZCD...A42 Richard Fletcher (Parks Operations Manager)	£2,255.71	Remaining - £0 £2,255.71 committed December 2014 (silt removal OSPNR)	27 Jan 17	The provision of improvements to Parks and Open Spaces within one mile of Sanctuary Gardens
10/02834 / 13 to 21 North View, Henleaze / ZCD...A32 Richard Fletcher (Parks Operations Manager)	£4,709.79 Original amount: £6084.79	Remaining - £4,709.79 £1,375 committed December 2014 (Durdham Down Trees)	No Limit	The provision of improvements to Parks and Open Spaces within one mile of North View
12/01954 / Hiatt Baker Hall, Parry's Lane, Stoke Bishop / ZCD...A82 Richard Fletcher (Parks Operations Manager)	£37,884.77 (Original allocation: £117,040.67)	Remaining - £18,589.69 £36,336.90 committed March 2014 (SL car park) £13,741.05 committed March 2014 (Canford loos) £29,000 committed March 2014 (O. Quarry)	No Limit	The provision of improvements and / or maintenance of informal green space, natural green space and active sports space (fixed or seasonal) within one mile of Hiatt Baker Hall (NOTE: - this contribution cannot be spent on a children's playground)

		Park) £8,177.04 committed September 2014 (FOSPNR path project) £1,196 committed December 2014 (street Trees - £825) £10,000 committed at the September 2015 NP meeting (tree sculpture)		
04/03385 / 25 Shipleigh Road, Westbury-on- Trym / ZCD...768 Gareth Vaughan- Williams (Highway Services Manager)	£5,164.13	Remaining - £5,164.13	No Limit	The provision of improvements and maintenance of Public Right of Way 560
11/01178 / 99 Devonshire Road, Henleaze / ...SB82 John Bos (Community Buildings Officer)	£7,623.03	Remaining: £7,623.03	No Limit	The provision, improvement and/or maintenance of community facilities within one mile of 99 Devonshire Road, or within Henleaze Ward

Please note additional requests to draw down S106 funds in the Environment Working Group report

4.3 Highways. Please see Transport Working Group report

4.4 Well Being. Please see separate report

4.5 Non-devolved S106 as of 31st July 2016

These S106 contributions are generated within the NP, but are not necessarily to be spent in these wards.

Non Devolved S106 contributions held at 31st August 2015							
Permission / Site / S106 Code	Ward	Neighbourhood Partnership	Dept with spending responsibility	Contact Officer	Current Contribution Value	Date to be Spent / Committed by	Purpose of Contribution / Comments
07/01464 / 34 to 38 Falldon Way, Henleaze / ZCD...A25	Henleaze	Westbury-on-Trym / Henleaze / Stoke Bishop	Neighbourhoods	Richard Fletcher (Parks Operations Manager)	£2,211.54	No Limit	The provision and/or improvement of citywide sports pitches
09/05111 / Bristol Zoo Temporary Car Park, Ladies Mile, Clifton / ZCD...905	Stoke Bishop	Westbury-on-Trym / Henleaze / Stoke Bishop	Place	Alistair Cox (Strategic Transport Service Manager)	£3,040.56	No Limit	Towards the costs of monitoring the performance of the Travel Plans, all Surveys and the use of the Park and Ride Scheme
13/01140 / Bristol Zoo Temporary Car Park, Ladies Mile, Clifton / ...SB54	Stoke Bishop	Westbury-on-Trym / Henleaze / Stoke Bishop	Place	Alistair Cox (Strategic Transport Service Manager)	£1,003.51	No Limit	Towards the costs of monitoring the performance of the Travel Plans, all Surveys and the use of the Park and Ride Scheme
06/04018 / 144 Falcondale Road, Westbury-on-Trym / ZCD... 492	Westbury-on-Trym	Westbury-on-Trym / Henleaze / Stoke Bishop	Place	Alistair Cox (Strategic Transport Service Manager)	£2,081.42	No Limit	Car Club Contribution

5. Citywide Event

On a hot and sunny 20th July 47 NP members came to the Central library for the 4th Citywide NP event. The evening started with an introduction by Marg Hickman (then Cabinet Member for Neighbourhoods). Roger Gimson from Bishopston, Cotham and Redland followed with an introduction to the Bristol Walking Alliance. Deana Parry from Southmead then spoke about the work they had been doing in Southmead to make parks more accessible and Lindsay Hay informed the group about the guide to investing in parks that her team is putting together.

NPs themselves were the next topic of conversation. This took the biggest chunk of the evening, looking back at the last review and what had been achieved, and then in smaller groups 4 conversations took place exploring Communications, Engagement, the Cuts and NP structures.

Full notes and slides will soon be put on the BCC website. The Coordinator has forwarded the notes to the NP membership

6. Neighbourhood Partnerships Equalities Review 2016.

Members will recall that you, along with all attendees, were asked to complete a short equalities questionnaire at every meeting attended between April and the end of June. The results have now been collated and sent to all NP members. The NP is asked to **discuss any issues** arising from the results of the questionnaire in this NP and to **agree any actions** that the NP considers it wishes to take as a result of the findings for this NP.

Some highlights from the survey include:

- SB,W-o-T & Henleaze NP had one of the highest number of survey returns in the city.
- A higher percentage of attendees described themselves as disabled compared to 2011 census figures for the area
- White non-British respondents were higher than the census figures for this group (8.6% compared to 5.2%)
- 6% of respondents referred to themselves as BME (Black Minority Ethnic), compared to 8.3% in the 2011 Census. Might this be an area the NP (particularly the Comms Working Group) wishes to consider working to improve?
- Significantly fewer men were engaged in the survey when compared to the 2011 Census (39.7% compared to 47.8%)

7. Finding a new home for the 90th Bristol (Westbury Methodist) Scout Group

Graham Donald has been helping with an enquiry from the 90th Bristol Scout Group requesting help with finding a new plot of land to develop premises for the group. The current premises at Westbury Methodist Church are unsuitable for this large and popular group.

An initial enquiry regarding a plot of land in Canford Park, currently used as a site yard by the BCC Parks Team, appears not to be feasible as Parks need the site for their maintenance activities. Other possible options include land on the Wesley College development (meeting scheduled); Westbury Wildlife Park Foundation; a car park just to the west of the Wildlife Park; land adjacent to the W-o-T Village car park; a former elderly persons dwelling on Canford Lane; and an area of land adjacent to this site.

The status or feasibility of these sites is currently unknown and need to be investigated. Representatives from the Scout group, the NP, and BCC officers will be meeting up soon to discuss these and any other potential sites in the area. NP members are asked to let Graham know if they can think of any other potential sites.

8. Television production lorries parked on Stoke Lodge

In early August a large number of lorries and ancillary vehicles belonging to Channel 4 parked on Stoke Lodge whilst filming in the vicinity. This caused considerable concern locally as the lorries were parked up against several of the TPO trees on the site. There was specific concern that the tree roots were being damaged as the lorries entered the site. Photos were taken of some of the exposed roots. The NP is asked to discuss whether it wishes to take further action on this issue

The concerns of local people are:

- The damage to TPO'd trees, particularly trees near the entrance to the Stoke Lodge site that have roots very near to the surface.
- Who gave permission to allow these lorries on to the site? Under what authority? The lease to Stoke Lodge is held by Cotham School and the sports pitches are maintained by the UoB Coombe Dingle grounds maintenance team. Cotham School was closed for the school holidays when the lorries came on site. It is possible they didn't know the lorries were ever on the land.
- Was a charge made to Channel 4 for parking here? Who received that money?
- A programme of repair is needed for those parts of the site damaged by the vehicles. There is concern that damage to roots of trees can be long-term and isn't always immediately apparent. This needs to be considered when a repair plan is drawn up.

A verbal response has been received from BCC following an enquiry put to the BCC Legal Team. The following facts have been established:

1. Coombe Dingle Sports Centre gave permission to Channel 4 to use the site. Coombe Dingle management didn't seek permission of the site lease holders – Cotham School
2. The BCC film office wasn't contacted about the use of the site until the day before Channel 4 left. The film office has communicated with Coombe Dingle and has been assured that in future the film office must be contacted before any use of Stoke Lodge is allowed

3. A site visit to Stoke Lodge by the Area Parks Manager concluded that there was little visible sign of damage to the site other than tyre marks in various spots.
4. Residents and councillors were not satisfied with this response. As a result, a BCC Arboriculture Officer visited the site. His assessment showed some exposure of roots. The roots were very small and the exposure would probably not cause any damage to the health of the tree, although if there was any damage it could be many years before it became apparent.
5. It was concluded that there is insufficient concern over the damage to the trees or the site to warrant any enforcement action