



Meeting **Bath City Forum**

Date **Thursday, 1st December, 2016**

Time **5.15 - 8.00 pm**

Venue **Banqueting Room - Guildhall, Bath**

	Subject		
1.	Bath and North East Somerset Council, Our Budget Challenge - Presentation and Workshop Following the presentation those attending will be asked to work in groups to <ol style="list-style-type: none"> 1. Highlight any concerns about the impacts of the Council's budget direction 2. Identify things that local communities can do to help 3. Consider what you have heard about what other Councils have done 	Andrew Pate / Charles Gerrish	90 mins

5 Minute Break

2.	Minutes and Matters Arising from the last meeting 13.09.16 (Pages 3 - 12) Review and agree the minutes from the last forum meeting.	Cllr Bob Goodman	10 mins
3.	Bath - A Child Friendly City	Penny Hay and Penny McKissock	30 mins
4.	Agenda Setting Group Update (Pages 13 - 14) A verbal update following the first meeting that has taken place since the last forum meeting.	Rosie Phillips	10 mins
5.	Student Accommodation / HMO's	Cllr Bob Goodman	10 mins
6.	CIL Update	Cllr Fiona Darey	5 mins

7.	Co-Opted Member Recruitment Update (Pages 15 - 20) A verbal update on the changes made to the recruitment documents that follow on from the last forum meeting.	Cllr Joe Rayment	5 mins
8.	AOB Westmoreland Issues - Michael Hill / Cllr June Player F G Cook Charity representatives – Caroline Kay Bath Mineral Hospital – Cllr Bob Goodman		10 mins

Date of Future Meeting:
Thursday, 2 February 2017
Bath



**Note of the meeting of the Bath City Forum
held on Tuesday, 13th September, 2016
in Banqueting Room - Guildhall, Bath**

Meeting Attendance

Members

Councillor Patrick Anketell-Jones
Councillor Rob Appleyard
Jeremy Boss
Councillor Fiona Darey
Van DuBose
Councillor Andrew Furse
Councillor Bob Goodman
Sally Harris
Michael Hill
Matt Humberstone
Robin Kerr
Penny McKissock
Councillor Michael Norton
Councillor Lin Patterson
Councillor Christopher Pearce
Rosie Phillips
Councillor June Player
Councillor Joe Rayment
Dr Christopher Roche
Councillor Dine Romero
George Samios
Councillor Shaun Andrew Stephenson-McGall
Councillor Peter Turner

Officers and Presenters

Pam Jones
Lorinda Trebaczyk
Tracey Long
Carrie-Ann Evans
Adrian Fallows
John Wilkinson
Ian Savigar
Paul Pennycook
Mark Hayward
Kevin Thatcher
Andy Thomas

Apologies Received from
Ashley Ayre
Councillor Paul Crossley
Dave Dixon
Patricia Griffin
Caroline Kay
Nigel Sherwen

1. Welcome and apologies for absence

Andy Thomas opened the meeting and welcomed all attendees to the Forum's AGM. Apologies were recorded. Andy Thomas asked the Forum to note in particular that, although apologies had been given for the meeting on this particular occasion, the Council's new Chief Executive Ashley Ayre was now providing full support and assistance as Forum Sponsor, following on from the role and contributions that Jo Farrar had undertaken as sponsor.

2. Declaration of Interests

Forum members were asked to declare any interests pertaining to the evening's agenda..

Joe Rayment declared a professional interest as he had recently moved into a new employment role at DHI, with Rosie Phillips, who is a co-opted forum member, as his line manager.

3. Election of Chair and Vice Chair of the Forum

Andy Thomas outlined the procedure for the election of the Chair and Vice Chair, as had been circulated with the agenda..

Election of Chair

Councillor Bob Goodman was proposed by Councillor Joe Rayment and seconded by Councillor June Player. As there were no other nominations, Councillor Bob Goodman was elected unopposed.

Councillor Bob Goodman thanked the forum for his selection and agreed that, in order that would be seen to be fully impartial, Andy Thomas be requested to conduct the election for the position of Forum Vice Chair.

Election of Vice Chair

Andy Thomas noted that the following had been received in advance:

Jeremy Boss had been proposed by Van DuBose and seconded by Robin Kerr

Michael Hill had self-proposed himself, and this nomination was seconded from the floor by Councillor Patrick Anketell-Jones.

From the floor, Rosie Phillips was nominated, proposed by Councillor Fiona Darey and seconded by Penny McKissock.

Andy Thomas invited each of the candidates to speak for no more than two minutes in support of their nominations

Following this Councillor Joe Rayment proposed that a secret ballot be conducted; this was seconded by Councillor Dine Romero. This proposal was agreed by 16 votes for and 4 votes against.

A secret ballot election then took place. Andy Thomas returned the result of the secret ballot and announced that Rosie Phillips had been elected as Vice Chair of the Bath City Forum for the next year.

4. Co-opted membership

Councillor Bob Goodman highlighted to the meeting that a co-opted member of the forum has resigned and therefore a place had become available.

He proposed that a co-optee selection panel be convened by the Forum, consisting of the Chair and Vice Chair and three others.

Councillor Dine Romero felt that the Forum needs to find ways of achieving a mix that reflects a diverse City.

Cllr Romero put her name forward to serve on the selection panel, seconded by Councillor Andrew Furse

Councillor Lin Patterson proposed Sally Harris to be on the selection panel, seconded by Councillor Dine Romero

Councillor Joe Rayment put his name forward for the selection panel, seconded By Councillor Shaun Stephenson-McGall seconded.

Robin Kerr proposed Jeremy Boss for the selection panel, seconded by Councillor Patrick Anketell-Jones seconded.

Councillor June Player commented that when co-opted members were originally selected there had been a discussion that if a position opened up the original candidates would be re-visited and a local community member who had put their name forward would be considered.

Councillor Dine Romero asked if the new member would serve for either one or two years. Andy Thomas explained that the approach to be taken will need to be agreed by the selection panel itself.

Councillor Lin Patterson asked for clarification as to the role of co-opted members on the selection panel, if they are seeking to be re-elected next year. Councillor Rayment highlighted that all other co-opted members have chosen to serve a second year and so were not involved in this particular round of selection.

The Chair said that although the Terms of Reference envisaged 5 members of the panel, he regarded the names put forward as an excellent mix from across the Forum's membership, and

asked if the Forum was in agreement to those named forming the selection panel in this case. This was agreed without a vote.

Councillor Bob Goodman proposed that all co-opted members have their periods of co-opted membership extended by a further year, other than the co-optee who had resigned. This was agreed. Councillor Dine Romero asked if the two year term was the reason for the resignation and Councillor Goodman clarified that this was not the reason.

5. Bath City Forum: Agenda Plan and Meetings Schedule

A draft agenda plan had been circulated

Cllr Goodman asked that priorities be fed through to officers to shape this

Councillor Goodman suggested that he and the new vice-chair expand the invitations to the agenda setting meetings. Councillor Dine Romero agreed that an expanded group for setting agendas would be an excellent way to proceed

Councillor Fiona Darey asked that when the dates are considered for the agenda that consideration is given to when other reports on the subject matter are being completed.

Councillor Goodman suggested that the selection panel agreed earlier in the meeting be invited to agenda setting meetings, Councillor Dine Romero agreed with this proposal.

Robin Kerr felt that the Forum needs to be tasked with getting successes for improvements to Bath. There are important topics such as flooding that need to be worked upon.

Van DuBose agreed that it was necessary to focus attention on our long term ambitions as a working group and not just a talking group. The leadership that we provide needs to match our mission and long term agenda planning. He felt that a group of members considering agenda planning should comprise different members than for the selection panel. Councillor Dine Romero suggested that there was the ability to make changes to the panels as time progresses.

After discussion, the proposal that the selection panel members be invited to agenda-setting meetings was put to the vote and agreed by sixteen votes in favour and one vote against

6. Other working arrangements

Report back from sub groups:

CIL

Michael Hill highlighted developments such as North and South Quays and the Enterprise area, and the need to focus attention and gain a clearer understanding of the operation of CIL. There needs to be a pathway that shows where we go next; how we get further involved; and what the forum will bring as an insight to how CIL is used.

Major Developments

John Wilkinson explained that various stakeholder meetings had taken place regarding the North and South Quays enterprise area and the plans for the new bridge spanning the river are advancing well. There is an aim to make Bath a business destination where new jobs are created and existing businesses want to remain in the City. John made an offer to attend any groups that wish to discuss topics further, all views are welcomed.

Independent Traders

Councillor Peter Turner explained that he is involved with a group of sixty independent traders that have been brought together as part of the positive projects that are being supported by Bath Tourism Plus. Peter has taken on the role of the Chair to the Independent Traders Strategy Group. This work is not directly associated with the Forum but its work will be shared with it. Peter has linked up with John Wilkinson and Ben Woods at the Council linking in with projects. Peter explained that there is a need to protect the diversity of independent businesses and plan this in to developments to ensure their sustainability.

Councillor Dine Romero asked if the remit that Peter has includes empty retail premises. Peter confirmed that it does.

Councillor Dine Romero asked if councillors were to be involved in the input to discussions regarding planning issues, could their discretion be fettered when plans are later considered by Development Control Committee stage. John Wilkinson advised that councillors indeed such members operated under this constraint.

Jeremy Boss welcomed Councillor Peter Turner's approach to getting involving independent traders but felt the forum needed to be within the Forum rather than being separate. Andy Thomas explained that the aim was simply not to duplicate effort with Bath Tourism Plus work. John Wilkinson explained he was encouraged by the work so far, Bath Tourism Plus is an organisation that is supported by the Council and has the resources to carry out the work. Councillor Peter Turner agreed to keep the forum up to date with progress at future meetings.

Future agenda suggestions

Councillor Andrew Furse made several suggestions on issues for consideration.

- 1) Homelessness and vagrancy
- 2) Coaches – the solution needs to be wider than moving coaches from specific streets as disbursement only moves the problem elsewhere. There needs to be a clear long term strategy.

Councillor Peter Turner agreed that coaches are a big problem particularly on Pulteney Road and Bathwick Street. Peter has discussed the issues with Andrew Dunn and enforcement cameras are an option to assist the issues. Peter added that he has support for action from the Coach Drivers Club. Cllr Furse highlighted that the solution needs to be wider than moving coaches from specific streets as disbursement only moves the problem elsewhere. There needs to be a clear long term strategy.

Robin Kerr reiterated the need to link the coach strategy to the wider transport strategy. Councillor Dine Romero added that the physical damage to the roads needs to be included. John Wilkinson agreed to bring the strategy to a future forum meeting for consideration.

7. Police Update

Kevin Thatcher explained that homelessness and rough sleeping was being tackled with B&NES Council and its partners through a number of initiatives, but these issues are not always easy to solve. People are being helped to get the support they need. Milsom Street and Kingsmead Square have been highlighted as “problem” spots and discussions with local traders were taking place that evening.

Kevin explained that there has been an apparent rise in drug related crime in Snow Hill and elsewhere in the city. Where these problems occur dwelling burglary and vehicle crime have also seen higher levels of reports. Police action and enforcement is leading to a reduction in reports in these areas.

Questions:

- 1) Councillor Dine Romero asked about the issue of rough sleeping and the problem of people being moved on and displaced elsewhere Kevin Thatcher replied that yes it is a problem but wherever possible people are encouraged to get support from organisations able to help. Where people refuse to engage, action can be taken against them.
- 2) Councillor Patrick Anketell-Jones suggested that he had seen a significant increase in drug related activity in Snow Hill and Lansdown. Kevin Thatcher replied that he was aware that dealers from other towns were infiltrating the city and the police are cooperating with other forces to both monitor and solve the problem.
- 3) Councillor Fiona Darey asked if Kevin could give an update on crimes against women in particular and also female students bearing in mind the impending new intake of students.
Kevin Thatcher replied that he was working closely with partners and monitoring the situation.
- 4) Matt Humberstone asked Kevin what was being done to eradicate bias within the police force against BME groups.
Kevin Thatcher replied that a great deal of training had and was continuing to take place to eradicate bias, the IAG scrutinises areas such as ‘stop-search’ to ensure that officers are acting ethically.
- 5) Rosie Phillips asked Kevin how he was ensuring that victims of controlling behaviour and so-called “cuckooing” were being supported and protected.
Kevin Thatcher replied that the key is that people affected and community organisations speak out and report such behaviour otherwise the police cannot act.
- 6) Councillor Peter Turner asked about the problem of begging near cash points and the possibility of additional CCTV.
Kevin Thatcher replied that statements had been taken and CCTV footage checked leading to specific enforcement to eradicate the problem, although displacement

problems still apply. He mentioned that all officers would be equipped with body cameras to ensure transparency.

8. Waste Services Update

Lorinda Trebaczyk and Pam Hunt demonstrated a gul- proof bag and a wheelie bin. It was explained that the sack and wheelie bin had the same capacity.

Various questions were asked and concerns expressed about the wheelie bins in particular:

- A problem with HMOs and flats leaving the bins outside permanently due to lack of storage casing an eyes re in a world Heritage site.
- The problem of sacks being left hanging on railings due to the lack of storage.
- The concern about the wind blowing the bins about, bins being stolen or used for pranks.
- It was suggested that Pam visit certain streets to see the problems for herself.
- The issue of the need for some people to have assisted emptying and moving of bins.
- The amount of waste generated by dwellings with a high number of flats being too great for the receptacles provided.
- Areas where there is a high turnover of tenant's will require regular information on how the scheme works.
- Enforcement of non-compliance with disposal was also raised as an issue.

Pam Hunt thanked members for their feedback and said it would be factored into the Council's thinking in relation to roll-out particularly those issues which had been raised . previously. She also highlighted the availability of assisted collections. Councillor Joe Rayment asked for the benefits of wheelie bins to be explained. Pam Hunt replied that the aims are to save money and to increase recycling.

Councillor Michael Norton asked if individual households will be given the option to opt out of having the wheelie bin provided. Pam Hunt explained that this was the first time this question had been presented and she would need to come back with an answer.

Councillor June Player explained that an area in Exeter called St. James should be looked at for evidence of how the introduction of this scheme will work.

George Samios suggested that working with schools to encourage children to get involved would be fruitful and volunteered for his school to host a workshop..

Lorinda Trebaczyk asks forum members to let her know of any other groups that she could speak with about the changes.

A request was made for Pam Hunt to distribute data regarding the proportion of recycling that is taking place in Bath.

9. Minutes and actions arising from the meeting of 26 April 2016

The minutes were proposed by Robin Kerr as an accurate record of the last meeting, seconded by Councillor Joe Rayment.

10. Presentation on inequalities in Bath

A Presentation (attached) regarding inequality in the City was given by Rosie Phillips and Penny McKissock.

- 1) Councillor Bob Goodman asked how the authority could increase the affordable housing stock. Rosie Phillips replied that the Universities should be mindful of the impact that so many students have on supply and demand and therefore affect rental values for rented accommodation. New developments should keep the character of Bath and add to making the City a desirable place to live. There is a need to developers to be mindful of the need for affordable housing that gives people a genuine opportunity to both buy and rent.
- 2) Patrick Anketell-Jones asked if anything was being done to encourage children to stay on in education and therefore improve their chances of rewarding work. Penny McKissock replied that the problem is that attitudes to education are entrenched in families inter-generationally.
- 3) Councillor Lin Patterson asked if individual counselling was still available to Southside clients in need of such support. Penny McKissock explained counselling is available but often clients are not ready for therapy until they have had a fair degree of preparation.
- 4) Councillor Dine Romero thanked both for the presentation and complimented the work being done. She asked if the same degree of stigma with regard to employability is attached to certain areas such as Whiteway and Twerton. Penny McKissock explained that a “can do” attitude is required and that persistence can pay off. When employers make it possible to offer apprenticeships, this is a great help to self-esteem.
- 5) Councillor Joe Rayment commented on the importance of the support given to keep students from poorer backgrounds in school. There is a stigma attached to poverty at a young age, such as the need to receive free school meals. The gap between wards for people who go to University in Bath is massive, only 9% from Twerton and 92% from Bathwick.

11. The Libraries Future' Project

Ian Savigar and Tracy Long gave a presentation (attached) on The Libraries Future' Project.

The forum was asked for suggestions on what could be done in Bath to help with this

Questions / Comments:

- 1) Councillor Joe Rayment asked; are cost being saved by moving to unpaid volunteers; is there data available by ward for library usage and who are the 10% that can't access libraries online?

Ian Savigar replied that where volunteers have been used in areas such as Paulton this has allowed for hours to be extended but there may be the need to look at this differently in future.

Surveys have been carried out on usage in the central Bath library and this shows a mix of residents and visitors have a variety of uses for the space. The usage ranges from a meeting place, somewhere to read, a warm place, a safe place alongside borrowing items and use of the internet.

The 10% of people without internet may never have this, although this may change in the future. and there are specific services for housebound people to receive books in their own homes

- 2) Christopher Roche made the point that any loss in services will disadvantage; young people of school age; single parents and those making use of service after school see libraries as a lifeline. The idea of cuts to service sets off alarm bells that say that the most disadvantaged in society will be those who lose the most.

Tracy Long explained that the emphasis is on redesigning the services so they meet local needs which may not be being currently met, but in a better way. This means looking at delivering the service differently.

- 3) Councillor Shaun Stephenson-McGill felt that there is a need to look at joint working with the Universities on a larger space for delivery in Moorland Road. Shaun added his thanks for the initiatives that are being taken to bring more people into libraries.
- 4) Councillor Lin Patterson paid tribute to the wonderful and professional help that had been received when setting up the library provision at New Oriel Hall in Larkhall. The provision works well and is not a backward step as it actively involves the local community.

Ian thanked Lin for her comments and felt that areas presently served by the mobile service could learn from New Oriel Hall

12. AOB

Charity Picnic

Councillor Michael Norton explained that he is planning to run a charity fundraising picnic in 2017 with a Jane Austin theme. Lessons have been learnt from the first picnic that took place earlier this year.

CIL

Councillor June Player asked for clarification on the way that CIL money is to be spent after it has been generated by a specific ward. Councillor Dine Romero asked if a fuller definition could be provided, something that explains the definition of locality

Andy Thomas explained that the local portion of CIL is designed to help with the demands of development within a neighbourhood. The Forum had agreed a process for managing this and would need to meet as appropriate.

Councillor Bob Goodman added that the topic of CIL is important and the Forum will need to continue to look at this.

Priority Matrix

Themes	Lead	Priorities (to be ranked)	Weighting (for each listed priority) in order to prioritised) Is it an issue specific to Bath? (scores 5) Does it help reduce inequality? (scores 3) Does it promote wellbeing? (scores 1)	Rank (highest to lowest)
Environmental	Dina Robin	Waste Flooding		
Housing	Bob Rosie	Lack of affordable housing – rent / buy HMO's Student Accommodation Homelessness		
Economic Development	Jeremy Peter			
Transport	Von du Bose			
Wellbeing		Child Friendly City		

E.g. Scoring for prioritising:

Lack of affordable housing - an issue specific for Bath, does help reduce inequality (or lack of increases inequality) and it does promote wellbeing – scores 9

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Bath City Forum- Co-Opted members: Person Specification

ESSENTIAL CRITERIA

1. Commitment to equality and the promotion of diversity with the communities of Bath.
2. A significant connection with the City of Bath, whether as resident, through employment, business, membership of a group or other demonstrable connection
3. The time availability and commitment to participate fully in the Forum's work, as set out in the role description
4. Willingness to listen and contribute to the work of the Forum.
5. An active citizen with an interest in delivering benefits to the City.
6. The ability to link the Forum's work with wider communities and networks in Bath
7. Knowledge of the key issues facing Bath and/or of specific communities within the City
8. The ability to work collaboratively with other members of the Forum for the good of the City and its communities

DESIRABLE CRITERIA

1. Understands the difficulties that Bath faces and is willing to put forward solutions.
2. Demonstrates the ability to overcome adversity.
3. Demonstrates individual experiences with links to the City.
4. Understands the importance of good citizenship.
5. Demonstrates leadership qualities.
6. Expertise, knowledge or experience relating to one of the workstreams identified by Bath and North East Somerset's [Public Services Board](#), set out below:
 - **Opportunities for local people** — supporting employability and skills so local residents can gain access to good-quality jobs
 - **Growing & integrating communities** – providing a co-ordinated response to developments in the City, planning for the provision of infrastructure to support this growth in a way that meets the needs of local residents
 - **Managing our environmental & natural assets** – making sure that the City's built and natural environment, public spaces and heritage are well-managed and that residents' quality of life is maintained and enhanced
 - **Tackling isolation and loneliness and ensuring that everyone has a good network** – particularly as the population ages, it is important that communities work together to help and support our most vulnerable residents
 - **The economy** – making sure there is a clear "brand" for the City of Bath and the development of a strategy for the economic growth of our area
 - **Getting around easily / connectivity** – transport is a key priority for the City and vital to residents' quality of life and future development

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Co-opted membership of Bath City Forum - Application Form

1. Your contact details	
Name	
Address	
Telephone number	
Mobile Telephone number	
Email address	
2. Your connection with the City of Bath	
Please describe your connection with the City of Bath, whether as resident, through employment, business, membership of a group or other demonstrable connection. Please also indicate which if any of the Wards within the Bath City Forum your connection is with. (The wards within the Bath city Forum area are: Abbey, Bathwick, Combe Down, Kingsmead, Lambridge, Lansdown, Lyncombe, Newbridge, Odd Down, Oldfield, Southdown, Twerton, Walcot, Westmoreland, Weston, Widcombe)	
3. How you meet the Person Specification for co-opted membership of the Bath City Forum	
Please set out below in no more than 250 words the knowledge, skills, experience and commitment you would bring to the Bath City Forum, using the person specification set out above. Please state whether you would bring any specific expertise, knowledge or experience relating to one of the workstreams identified by Bath and North East Somerset's Public Services Board	

Please return your completed form by **xx xx xx** to bathcityforum@bathnes.gov.uk

Or Mark Hayward, Strategy and Performance, Bath and North East Somerset Council, The Guildhall, High Street, Bath, BA1 5AW

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Call for applications for co-opted members of the Bath City Forum

Could you speak up for Bath and its residents?

Introduction

In August 2015 Bath and North East Somerset Council established The Bath City Forum to improve engagement with local residents, businesses and other organisations and to address specific City-wide issues and priorities.

The Forum works to be advisory and consultative but currently holds no delegated decision-making powers. As well as elected councillors from Bath wards of Bath and North East Somerset Council, the Forum also co-opts up to 13 members who demonstrate a willingness to work in partnership to support the aims of Forum. Co-opted members have voting rights on the Forum.

There is presently one vacancy for a co-opted member to join the forum. Being a member of the Forum is an opportunity to be feed into Council the views of the City of Bath.

The Forum meets at least three times a year with extra events and working groups as agreed by the Forum. The Forum works with relevant Cabinet members and Officers and report back both to the Forum and Cabinet as required.

Further information about the Bath City Forum including [Terms of Reference](#) are available at the [Bath City Forum website](#).

What the role entails

Co-opted membership of the Bath City Forum is a significant voluntary role which will contribute to the life of the City and its residents. The role description is set out below:

- To attend and participate fully in at least three Forum meetings a year
- To engage in other events and working groups that may be arranged to follow up on specific actions or themes
- Outside of meetings, to act as a conduit between the work of the Forum to residents', community and business networks
- To collaborate with other Forum members in gaining a shared understanding of issues facing the City and potential solutions
- To take the lead on specific actions and themes determined by the Forum
- To identify areas for innovation and improvement and to work with others to help deliver agreed projects
- To champion the City and the work of the Forum
- To bring any specialist expertise, knowledge, experience and networks to the work of the Forum

Support will be provided to Forum members, including induction and online resources. Travel expenses will be provided. Co-opted membership will initially be for one year with the option to extend.

Co-opted members will be required to meet standards set out in relevant code of conduct, for example relating to declaration of interests.

How to Apply

To apply for this role, please complete and return the application form to:
bathcityforum@bathnes.gov.uk by noon on **xx xx xx**. Applications will be assessed by a panel from the Bath City Forum using the Person Specification for the role.