

**WESTON-SUPER- MARE TOWN COUNCIL
MINUTES OF THE COMMUNITY SERVICES COMMITTEE
HELD AT GROVE HOUSE ON
MONDAY 18TH JANUARY 2021**

Meeting Commenced: 7.02 pm

Meeting Concluded: 8.47 pm

PRESENT: Councillors James Clayton (Chairman), Roger Bailey, Gill Bute, Sarah Codling, John Crockford-Hawley, Ciaran Cronnelly, Peter Fox, Peter McAleer, and Helen Thornton.

ALSO IN ATTENDANCE: Councillors Ian Porter, Malcolm Nicholson (Town Clerk), Sarah Pearse (Deputy Town Clerk), Fay Powell (Grounds Manager), Samantha Bishop & Emma Williams (Committee Officers), Ali Waller (Youth Services) and Claire Arbery (West of England Institute of Technology (WEIT)).

132	<p>Apologies for Absence and Notification of Substitutions</p> <p>Apologies for absence were received from Councillor Roz Willis with no substitution.</p> <p>Councillors Mark Aplin, Gillian Carpenter and Ella Sayce were absent from the meeting.</p>
133	<p>At this point in the meeting, the Chairman was advised that there was an address from a member of the public in relation to item 7 on the agenda.</p> <p><i>Standing orders were suspended at 7.03 pm to allow for the address.</i></p> <p>Claire Arbery, Director of West of England Institute of Technology (WEIT) spoke to support of the Weston College proposal for funding from the Community Events Fund.</p> <p>The proposal had been previously circulated, detailing aspirations to bring an autonomous pod to Weston-super-Mare. She advised that by receiving support and financial contributions from various stakeholders in the town, that a four-day showcase event for the pod, could be held in Weston-super-Mare in July 2021. The pods were manufactured and operated by 'Westfield', but worked in partnership with Weston College.</p>
134	<p>To receive Declarations of Interest</p> <p>There were no declarations on interest received.</p>
135	<p>To approve the accuracy of the minutes of the Community Service Committee meeting held on 2020</p> <p>The minutes of the last meeting had been previously circulated with the agenda.</p> <p>Councillor Sarah Codling requested that minute 75, her declaration of interest be amendment to reflect that she was not a volunteer Street Pastor.</p> <p>The Town Clerk advised that Councillor Roz Willis had requested that her declaration of interest also be amended to reflect that she was a volunteer street pastor.</p>

	<p>A member questioned whether the Literary Festival Working Group had taken place and if not, could one be arranged.</p> <p>An update on the resolution that <i>‘the Council award £20,000 towards the Winter Lights and that the remaining £12,000 application be considered at a future Community Services or Town Council meeting’</i> was requested.</p> <p>The Town Clerk advised that he had received no further communication on the event.</p> <p>The Deputy Town Clerk added that the Heritage Arts and Culture Committee (HAC) were authorised to monitor the expenditure for the event and so there was cross over between committees. The budget would be held as the event had been postponed due to COVID and weather restrictions.</p> <p>A member informed that the second event was an outdoor event planned for people who had lost their lives to COVID and that clarity was needed on whether the event could still go ahead.</p> <p>The Deputy Town Clerk advised that there was a HAC meeting planned that week, where Culture Weston would be present and the question could be put to them.</p> <p>Councillor Roger Bailey requested that minute number 82 be amended to reflect that he proposed the motion and then requested a progress update on the Uphill Play area.</p> <p>The Grounds Manager informed that Somerset Wood Recycling had replaced the fencing and that the bins and benches had been agreed and play equipment ordered. It was hoped that works would be completed by the end of the month.</p> <p>PROPOSED BY: Councillor Roger Bailey SECONDED BY: Councillor Peter Fox</p> <p>RESOLVED: That with the above amendments, the minutes be approved and signed by the Chairman as a true record of the meeting.</p>
136	<p>At this point in the meeting, the Chairman brought forward item 7 for discussion.</p> <p>To consider Weston College proposal for funding from the Community Events Fund</p> <p>The proposal for Future Tech event at Weston super Mare and a request for funding from the Town Council had been previously circulated to members.</p> <p>The Deputy Town Clerk advised that the proposal linked into the council’s newly adopted Strategy (page16) and the request for £30,000 funding from the council’s Community Events budget, was before members for consideration.</p> <p>In response to members’ questions on how the £30,000 would be spent, Claire Arbery informed that the money would be used to pay for vehicle licenses, site surveys, risk assessments, event management plans, street furniture and technical fees.</p> <p>Claire reported that she had been in communications with North Somerset Council Events team and confirmed that it would be a three-four-day event.</p>

Like events had been run and very successful in the Lake District, Queen Elizabeth Park and Cribbs Causeway. As the events were not run by WEIT Claire was unsure of how the success was monitored.

A member questioned the location of the terminal and vehicle routes.

At this point in the meeting, Councillor Ian Porter volunteered to aid debate and declared a personal interest as an employee of Weston College. He informed that the terminal would be located outside of the Odeon.

In response to a question, Claire explained that 'Future Weston' as referred to in her proposal was a working title name.

It was queried how much North Somerset Council were contributing to the cost of the event, to which Claire advised that there was no contribution from them at that point.

The proposal outlined 'anchor partners' and the committee wanted to know had they also been approached for funding and had any been forthcoming.

In terms of the costs for licenses, a member questioned whether this was necessary as the locations for the events were owned by both North Somerset and Weston College.

Claire reported that the event was funded by the Department for Education, but for the use of the buildings only, with no revenue funding. The other anchor partners had been approached and would fund the event in time. Their priority would be the schools. It was Weston's opportunity to be forward thinking and lead from the front by supporting the event. Claire was working with the Placemaking Agency, North Somerset Council and Weston College and the proposals were an opportunity to showcase what could happen. Any Town Council branding would be included to promote the council's sponsorship. There would only be one indoor event scheduled at the Winter Gardens where social distancing measures would be put in place. Most of the event would be located within the Italian Gardens. There were community benefits such as students learning how the technical coding worked and take them forward into future employment.

Members were reluctant to commit to the full £30,000 and felt that other funders should be formally approached including the statutory highway and transport authority for Weston.

To aid debate, the Town Clerk informed that the town council could act under the General Power of Competence and that there was a section within the Town Council's Strategy where 'Autonomous vehicles' were to be promoted.

Debate on whether the town council should fund the event commenced.

Claire added that the event would attract international interest and that there were ways of varying the pods.

A member was concerned about the short duration of the event and considered it not value for money.

It was therefore

PROPOSED BY: Councillor Helen Thornton

'To commit £5,000 to the event in return for town council branding of the pods and to set an example to other possible funders to come forward.'

The Chairman advised that members should not wait for the offer of financial support from North Somerset Council. The town council was one of the largest in the country and should operate proactively in promoting its town.

The Deputy Town Clerk clarified that the proposal had been received as an application for the Community Events budget. Claire had been provided with the Town Council's Strategy in order to create the proposal. She advised that the council had £30,000 uncommitted expenditure within its 2020/21 Community Events budget and had budgeted for £50,000 within its draft 2021/22 budget. Any underspent funds would then be placed into general reserves.

Councillor Ian Porter reported that the test demonstrations so far had been internationally recognised and Weston would benefit greatly from hosting an event. Other interest parties such as the Pier and Placemaking Agency were interested in the new technology. The College was investing a lot of its time and resources in the event. It would be a great way of getting the elderly and disabled people around and would attract families. The new technology would pave the way for the future and Weston should be part of it. The council had pledged to become carbon neutral by 2030 and so investment such as this was needed now to achieve this.

In response to a question regarding the pod capacity, it was informed that the pod could hold between 4-6 people and could accommodate wheelchairs. The pods could be designed in many ways and would be wrapped in vinyl branding.

The proposal was

SECONDED BY: Councillor Peter McAleer

An AMENDMENT was then

PROPOSED BY: Councillor Sarah Codling

SECONDED BY: Councillor Gill Bute

To commit £10,000 to the event in return for town council branding of the pods, to set an example to other possible funders to come forward.

Claire advised that a commitment from the town council would give her leverage when approaching other funders such as Bamboo Technology and Leonardo Helicopters. They had not been formally approached or given the level of detailed proposal that the town council had had at this stage.

A vote was taken on the AMENDMENT and **lost**.

A vote on the substantive motion was then taken and **carried** and it was therefore:

RESOLVED: To commit £5,000 to the event in return for town council branding of the pods, to set an example to other possible funders to come forward.

It was recorded that the Chairman voted against this proposal.

	<p>Members requested that any future proposals for funding should be presented to members in advance of committee meetings to allow for informal discussions to take place.</p> <p>The Chairman thanked Claire for her address to the committee.</p> <p><i>Claire thanked members and left the meeting at 8.19 pm.</i></p>
137	<p>References from other Committees</p> <p>There were none to report.</p>
138	<p>Management Reports:</p> <p>138.1 Youth Services</p> <p>The report of the Operations Manager – YMCA had been previously circulated.</p> <p>The Chairman invited Ali Waller to add anything to her report.</p> <p>Ali added that as a result of the 3rd COVID lockdown, the team had been continuing their services remotely as well as delivering meals into the community.</p> <p>The Chairman thanked Ali and her team for their work and dedication.</p> <p>The Town Clerk added that the YMCA were a very important partner of the council and had been an invaluable support in dealing with the effects of COVID and homelessness.</p> <p>Members concurred the comments of the Chairman and thanked Ali and her team for all their work.</p> <p>RESOLVED: That the report of the Operations Manager - YMCA be noted.</p> <p><i>Ali left the meeting at 8.24 pm.</i></p> <p>138.2 Grounds</p> <p>The report of the Grounds Manager had been previously circulated.</p> <p>The Grounds Manager added that the Grounds team had been operational throughout the entire pandemic and that there had been a significant increase in cemetery services and funerals.</p> <p>The Chairman thanked the team for their continued work.</p> <p>A member queried the reference to cemetery signs within the Grounds Manager's report.</p> <p>The Grounds Manager reported that the team had seen a significant increase in vehicles entering the cemetery and at speed. Speed bumps had been considered but would not be appropriate for funeral hearses. There had been an increase in families using the cemetery as a place to visit and exercise and there had been a near miss with a child at the top entrance of the cemetery. The signs would be a good reference point and would be in keeping with the facility.</p>

The Deputy Town Clerk added that the signs were required from a Health and Safety and Insurance perspective.

The Grounds Manager explained that the team were very keen on the signage for these reasons and also to keep safe the cemetery cat which had been hit by a car in the past.

It was queried as to why the cemetery had become a more visited place and were there cemetery plots available.

The Grounds Manager felt it was to do with the lockdown restrictions specifying only local exercise to be taken. There had also been a surge in funerals due to COVID and winter. In relation to available plots, there were 18 new single depth plots only for immediate use and not for pre purchase. There were some ex common graves available and that other options for further burial plots were being explored.

The Town Clerk informed that it had been an officer decision to not allow pre purchase now, due to the shortage of new graves. He added that the town council over the years had spent a deal of time and money on the cemetery making it a pleasant place to visit. The development of projects, funding and films had helped with the public interest in the cemetery.

RESOLVED: That the report of the Grounds Manager be noted.

139 Grant applications

The summary report of the Finance Officer had been previously circulated and further application details sent to committee members prior to the meeting. There were two grants for consideration.

Before discussion commenced, the Chairman took the opportunity to consult members on their thoughts for delegating grants to a specific working party for consideration.

Discussion ensued and members agreed that the consideration of grants took up much time at committee meetings, however thought must be given to the proper management of the applications. Overall it was felt that grants should remain with the main committee as members should be able to reflect on their own points of view and experiences when considering grant applications.

It was advised that the current community grants budget for the year 2020/21 was £3,068.

139.1 Friends of Grove Park

Grant applied for £900.00

Under power: Local Government Act 1972 section 137

The grant was being specifically applied for to replace the two bin bags currently used tied to the bench adjacent to Jill Dando's garden with a bin for the cost of £498. The remainder of the grant would be used to replenish the tools, fixings and protective clothing for the volunteers. This would benefit the Forty volunteers whom are all residents of WSM and the residents who enjoy the Grove Park.

PROPOSED BY: Councillor John Crockford-Hawley

SECONDED BY: Councillor Sarah Codling

A vote was taken and accordingly it was **carried**.

RESOLVED: That £900.00 be granted from the 2020/2021 Community Grants budget.

139.2 Homestart

Grant applied for £1,500

Under power: Local Government Act 1972 section 137

The grant was being specifically applied for to pay for the recruitment, training and expenses of one volunteer who would work with several families over their time volunteering. Homestart have worked with 20 families in Weston super Mare over the past year.

Members agreed that the grant was needed immediately and therefore £1,000 could be agreed straight away without requiring approval from the Policy and Finance Committee which would delay the award of the grant.

It was therefore

PROPOSED BY: Councillor John Crockford-Hawley

SECONDED BY: Councillor Roger Bailey

A vote was taken and was **carried**.

RESOLVED: That £1,000 be granted from the 2020/2021 Community Grants budget.

PROPOSED BY: Councillor Sarah Codling

SECONDED BY: Councillor Roger Bailey

RESOLVED: That grant applications be considered at the next Community Services meeting on the 8TH March as it was the last meeting of the financial year to award any further grants.

There being no further business, the Chairman closed the meeting at 8.47 pm.

Signed:

Dated:

Chairman of the Community Services Committee

Weston-Super-Mare YMCA and Town Council Partnership

Report for Community Services - written by Alli Waller, Senior Lead Youth Worker at YMCA Dulverton Group

1. Purpose of report

This report covers services and work delivered and supported by YMCA in the Weston-super-Mare area, from the beginning of October 2020 to the end of December 2020. This includes the development and progress of programmes and services for young people and the community at YMCA Weston-super-Mare, 2 Bristol Road Lower and Weston Youth and Community Centre, Coleridge Road.

2. Work with Young People – Youth & Community Café

a) Open Access:

The Youth & Community cafe provides a youth focused, free, well-appointed space for young people after school and on Saturdays with additional opening during school holidays.

Through this service we aim to ensure that every young person should:

- Feel safe and welcome
- Have someone they can talk to and access to support
- Have the opportunity to make friends, socialise and be active
- Feel more connected with their community
- Have the chance to achieve and challenge themselves to reach their full potential
- Have fun

The youth café has continued to be used by the Homelessness Support team offering support to the significant number of rough sleepers in the town. However, with the Governments new announcement of re-opening, the youth team will be moving back in to give the Cafe a makeover before reopening to the community.

b) Targeted Work:

We recognise that for some individuals or groups what we regularly offer may not be easily accessible to them. So, we look at targeted work to support people to access our facilities and services who might not otherwise be able to. This work is predominantly carried out in partnership and we currently work with:

- Young Carers – Junior & Senior sessions, on hold
- Home Education Network - youth project, moved to online Zoom sessions
- Young people with disabilities – Still on hold
- Ups & Downs South West Youth Project- still on hold
- Adult young carers- Still on hold
- Care Leavers- Still on hold
- Groups tackling isolation for young people – Still on Hold

3. Work with Young People – Satellites and Outreach

The Youth team have been getting creative by running sessions for the satellites via Zoom. This enables young people to continue to access information, advice & guidance from the team and meet with their friends in a safe environment.

South Ward

The Bournville youth club remains closed, but work is beginning on the Youth centre to change the space ready for the reopening on 12th April.

WsM YMCA Community Services Report – Last amended 01/03/2020

The youth team continues to support some of the most vulnerable young people we work with in this area by offering one to one and small group support sessions and online support when needed. As we move forward we will look at offering those young people more support by moving our base to the youth centre so young people can access the team more frequently.

At the end of January, the Youth team joined forces with the South West Activity Network (SWAN) and Brunello lounge to identifying families that would benefit from a free meal. Twice a week they take delivery of the meals (434) and hand them out to those families that signed up. This has been a great opportunity for the team to engage with more families and check in on some of our young people that attend our youth sessions, but also engage with the older community also.

Worle

Our work with Big Worle continues.

We are still offering the online sessions to the young people and looking forward to working alongside the new team at Big Worle.

Home Education

The Youth Team continues to support the Home Education community. They have been busy using the sessions to create lovely crafts and making cakes. We also use the home education social media page to remain connected to home education families.

Social Media

During the last two months we have raised our online support service through our social media platforms to all young people, via our Facebook and Instagram pages. The Youth team are aware that young people have struggled more this lockdown and need the social media contact to help cope with not being able to socialise with their friends.

During half term, the team launched the “love yourself” week where they posted positive messages and activities in order for young people to feel good about themselves and encourage their friends also.

The youth team are continuing to monitor social media, so young people have a trusted adult to talk to when life gets too much.

Instagram:

Reporting Period	Total Account Reach	Total Interactions	Total Followers
01/01/2020 to 28/02/2020	175	99	230

The data shows an 10% increase in followers subsequently followed by an increase in account reach and user interaction. This can be attributed to the increased volume and consistent content created by the YMCA youth team, tailored to reach the target groups.

Facebook:

Reporting Period	Total of New Likes	Total Reach	Total Engagement
01/01/2020 to 28/02/2020	3	456	125

The data shows an increase of 3 followers for the YMCA DG Youth Clubs Facebook page. Total reach and engagement are positive following an increase of creative content from the youth team.

Community

When the last lockdown was announced the team linked up with The Stables Café again to deliver food packages to families that were still struggling. We have delivered over 150 boxes over the last few weeks to families in the South Ward area.

Youth Council

Weston-super-Mare Youth Council continue to meet via Zoom each Month. The new members are beginning to explore each of the new roles within the youth council and will be applying for their chosen roles at the next meeting.

The youth council are aware of the homeless situation within the town and have invited the YMCA homeless team to the next meeting so they can learn what is being done to support people that find themselves in this situation and how the youth council could help.

Links to Town Council Strategy

The work being undertaken always strives to meet the presented needs of the community, whilst building the quality of provision for young people, and developing the scope of the work that the Town Council supports with young people. We are always keen to look at addressing the needs of young people across the area and are happy to look at establishing any new work, or work in new areas, that there is an identifiable need for.

5.3 Weston In Bloom – Building Resilience

Report for Community Services Committee 8th March 2021

Written by Zoe Scott, Grounds Coordinator and Lisa Clemons, Volunteer Supervisor

Introduction

Weston in Bloom has a longstanding history of providing floral displays throughout the town. Not only are they well received by the community but also the Britain in Bloom judges, who attend each year as part of the national competition.

Throughout the past 3 years, Weston in Bloom has seen a change in its network of volunteers. This loss of experience and knowledge within the volunteer group (through people retiring or moving onto other projects) has surfaced challenges. Volunteers and Councillors who support the initiative have pushed forward with enthusiasm and dedication. With 5 Gold awards and a Silver Gilt achieved so far, it's important to look to the future and ensure we can continue to attract and retain volunteers, building resilience to drive us forward.

There are 4 key elements to Weston in Bloom:



This report aims to offer councillors a forward thinking framework for Weston in Bloom, helping to ensure it continues to grow and adapt to meet a sustainable community initiative, and ensure that floral features remain an engaging community project.

Guidance issued from the Royal Horticultural Society

Britain in Bloom is a national competition organised by the Royal Horticultural Society. It is the UK's longest running gardening competition with a strong emphasis on supporting community groups and people taking pride in where they live. It is fully inclusive, inviting community groups of all gardening levels to enter.

Over recent years the marking criteria has changed, with an increased emphasis on community involvement and the environment. This feeds in well to the Councils Climate Change initiatives and ongoing growing volunteer base. Please see Appendix 1 for detailed information on the new marking structure issued by the RHS.

The word "community" is embedded in the culture of In Bloom and something we would like to ensure grows within our own Weston in Bloom Group, through our volunteers.

Developing the Volunteering Role within Weston In Bloom and Grounds

In December it was approved by Personnel Committee that the existing volunteer coordinator role at Weston Museum would be expanded to Volunteer Supervisor for Weston Town Council. This new, expanded role will enable the successful volunteer program at Weston Museum to be adapted to other Town Council services including (but not limited to) The Blakehay Theatre and the Grounds Department. With this in mind we now have the exciting opportunity to adapt and use this structure to re-engage and grow the volunteer support for the much loved Weston in Bloom project.

The current volunteer program at the museum has evolved over the past five years through a combination of;

- Best practice (as observed in other organisations)
- Volunteer management training (ILM paid for by council)
- Evaluation (reviewing processes every year and making necessary changes)
- Keeping up to date with national trends and legislation

This will help Weston in Bloom to engage and more importantly retain a larger more diverse group of volunteers.

Working with the Volunteer Supervisor, we have been able to develop a vision for volunteer support of the grounds team and WIB which will all feed into one initiative "Love the Outdoors".

"Love the Outdoors" will be the umbrella for a pool of volunteers who can spend their time across multiple outdoor sites and projects, including Weston in Bloom. All the volunteering opportunities within Love the Outdoors have transferable skills which enables volunteers to have more choice and flexibility. Flexibility and variety are two of the key foundations to the existing volunteer program (along with support, respect, trust and inclusivity), once time constraints and role restraints were removed from the program in 2016, volunteer numbers doubled in a matter of months.



In accordance with good practice role descriptions have been produced and the same application/induction process would be used as is currently in place at the Museum and the Blakehay

After a successful interview volunteers will be invited to attend an induction which is split into two parts.

Part one - This is when volunteers will be introduced to our Health & Safety, Equality & Diversity, Safeguarding and GDPR policies and procedures. These are in place for the safety of all staff (including contractors), volunteers & visitors and are universally applicable to all Weston Town Council sites and services. Volunteers will also be given information about booking and cancelling shifts, their service manager/supervisor and their service venue/s. This part of the induction will (whenever possible) take place at Weston Museum where new volunteers will be able to see and meet existing volunteers and see the program in action.

Part two - This is when volunteers will be introduced to their specific service manager/supervisor and their service site/venue. Volunteers will be given a tour of all of the relevant areas and shown all fire/evacuation routes and procedures, along with any other site specific procedures that they will need to know. Depending on the chosen role they may also be given some initial information before relating to their first shift.

This induction process ensures all the essential elements are covered and there is consistency across all town council services. One of the main benefits of this 'across

all services' approach is that it widens the volunteer pool automatically. For example, of the 90 or so volunteers at the museum over a dozen have already signed up to help at the Milton Road Cemetery and half a dozen already for Ellenborough Park. The benefits to the council are that they have a larger pool of volunteers and the benefits to the volunteers is that they have more variety in their volunteering.

The relationship between the volunteer supervisor and the volunteers is essential to the support process volunteers need to feel happy and valued. The volunteer supervisor is the link between the volunteers and staff and councillors, the slight detachment from both groups forms a neutrality that enables the other key foundations (support, respect, trust and inclusivity) to be there without causing unnecessary time demands on other staff. In the case of Love the Outdoors, the recruitment and retention of volunteers will be managed by the Volunteer Supervisor, supported in the day to day operational requirements by the Grounds Coordinator, overseen by the Grounds Manager. It's important for volunteers to have a clear understanding of who they can go to for help, advice, feedback and problem solving

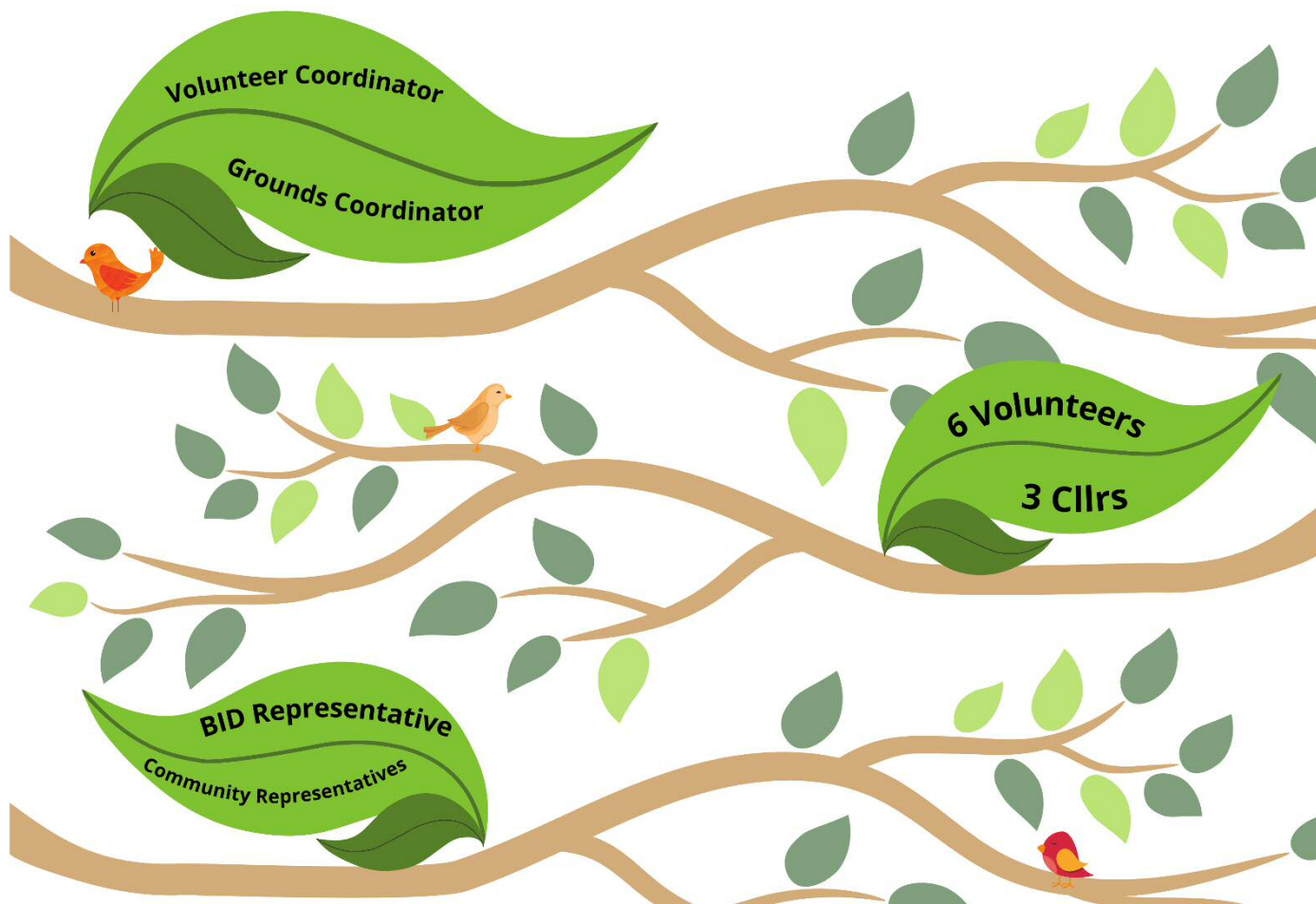
Working Party Structure

Weston Town Council has played a prominent part in supporting Weston in Bloom both financially and through Staff/Councillor time. The working party is where all the elements of the support network are pulled together.

In order to build culture based on the above outlined foundations where volunteers feel supported and thrive, it is felt essential that some adjustments would need to be made to fully realise the ambitions of the council's adopted strategy and 'Ever forward' ethos in mind.

Building from the community foundation which we already have, it would be beneficial to open the working party up to local community groups and engage them in our projects. Having a working party made up of a diverse group of people helps to engage the wider community and further promote our volunteering culture. For example, we envisage having representatives from the YMCA, Somerset Wood Recycling and possibly Westhaven School who grow some of our plants.

Volunteers need to feel able to have ownership of the projects they are working on, feel valued and receive recognition for their roles. A valuable way of achieving this is ensuring the correct balance of "Volunteer led – Councillor Support" in an aim to have the Working Party and Weston in Bloom projects led by Volunteers and Community Groups, with staff and councillors having the all-important supporting role. This links back to the guidance issued by the RHS and the community involvement this initiative needs.



Role Breakdowns

The Volunteer Supervisor:

- The link between the volunteers and the staff/councillors
- Responsible for the retention and recruitment of volunteers
- Primary contact for volunteers from the initial enquiry through to their induction and regular reviews/catch-up going forward
- Ongoing support and guidance for volunteers.
- To work closely with the Grounds Coordinator to facilitate all necessary training and development

The Grounds Coordinator:

- Support the volunteers and facilitate where possible their projects and ideas.
- Help with logistics, equipment purchase and on site inductions.
- Support volunteers in their day to day roles within Love the Outdoors
- Manages the Weston In Bloom entry to the RHS competition with support from BID representative.
- Oversee expenditure of the budget

Councillors:

- Represent the Town Council.

- Support volunteers with their ideas and how the Town Council could help.
- Approve expenditure
- Volunteer on projects if they would like
- Show the Town Council's appreciation of the volunteers and their continued support
- Attend volunteer recognition events where possible

Volunteers:

- Guide forward projects and discussions on new ideas or things they would like to do.
- Assist with the entry to the competition (form a steering group for works related specifically to the competition entry)
- Assist with the ordering of plants and materials, deciding on colour schemes and species.

Community Groups:

- Offer advice and guidance on how the wider community could be involved.
- Help the volunteers with any projects where they can.

Members are requested to:

1. Approve the report and its proposed structure for In Bloom moving forwards.
2. Adjust the Terms of Reference as required to fully reflect the changes outlined in this report:
 - The WIB Working Party shall consist of 3 councillors and up to 10 additional members from the volunteers and community groups.

Britain in Bloom Marking Criteria – Frequently Asked Questions

Britain in Bloom Marking Criteria - FAQ

Although this question and answer sheet is not exhaustive, it is intended to answer those questions most frequently asked.

What Has Changed and Why:	
Q1.	Why have the Britain in Bloom marking criteria been updated?
Q1A.	<p>The marking criteria have been updated in response to feedback from hundreds of Bloom groups as well as numerous Bloom judges and reflects the changing nature of Bloom.</p> <p>Increased Emphasis on Community:</p> <p>The programme is being increasingly supported by entirely voluntary communities, with very few councils still able to support their local Bloom projects. People are being motivated to bring their community together and make it a better place through the power of plants.</p> <p>We know that Bloom is so much more than just flowers and people with the broadest range of skills can contribute to the success of their local Bloom group.</p> <p>To remain relevant to these hard working communities the programme needs to recognise their efforts and a simple way to do this is to reward them with additional marks for community involvement.</p> <p>Increased Emphasis on Environment:</p> <p>Bloom groups are working in an increasingly challenging environment and the programme should reflect this. While topics like climate change and pollution are frequently highlighted in the news, for people working in Bloom these issues are an everyday reality. The 2018 drought only emphasised the important frontline work Bloom groups are doing to mitigate these challenges.</p> <p>Environment is also a motivating factor for people, particularly young people, to volunteer for Bloom. To reflect the importance of the environment to Bloom supporters and the important positive impact Bloom has on the environment - it makes perfect sense to increase how environment is represented in the overall marks.</p> <p>Simplification of the Marking Structure:</p> <p>The newly simplified marking structure is designed to enable new entrants to easily join the programme with a clear understanding of what they are being assessed against. The simplified structure also aims to help new judges employ the criteria more easily and to ensure that all judges' assessments are as consistent as possible.</p>
Q2.	What has changed about the allocation of marks?
Q2A.	<p>The marks are now allocated:</p> <ul style="list-style-type: none"> • 40% for horticulture, • 30% for environment, and • 30% for community.

Britain in Bloom Marking Criteria – Frequently Asked Questions

	(In the old marking criteria marks were awarded 50% for horticulture, 25% for environment and 25% for community).															
Q3.	Will the new marking criteria change our overall score or medal level?															
Q3A.	<p>When tested against the old system, the new marking criteria made very small changes to the scores in line with redistribution of marks which places greater emphasis on environment and community.</p> <p>For the most part these changes made no difference to the overall medal levels awarded – i.e. Bronze, Silver, Silver-Gilt or Gold.</p>															
Q4.	Does the redistribution of marks dumb down the horticultural aspect of Bloom?															
Q4A.	<p>The redistribution of marks does not dumb down horticulture; it does however celebrate the amazing community spirit that is at the heart of Bloom.</p> <p>Horticulture remains the most important aspect of Bloom and this is reflected by the fact that 40% of all marks are awarded for horticulture. There is no intention to reduce this 40%.</p>															
Q5.	Why is there a separate Urban Marking Sheet? And what are the key differences between the Urban and Standard Marking Sheets?															
Q5A.	<p>A separate Urban Marking Sheet has been created to assess entries to the 'BID/ Town Centre/ City Centre' category and the 'Urban Communities' category to reflect their specifically urban nature.</p> <p>The key differences between the Urban Marking Sheet and the Standard Marking Sheet are:</p> <table><tr><th>Sections:</th><th>Urban Marking Sheet</th><th>Standard Marking Sheet</th></tr><tr><td>• A3</td><td>Seasonal Displays</td><td>Plant Selection</td></tr><tr><td>• A4</td><td>Plant Selection and Quality</td><td>Plant Quality</td></tr><tr><td>• B2</td><td>Built Environment</td><td>Natural Environment</td></tr><tr><td>• B3</td><td>Hard Surfaces</td><td>Hard Surfaces and Open Grass Areas</td></tr></table> <p>There are some other minor text differences between the two marking sheets.</p>	Sections:	Urban Marking Sheet	Standard Marking Sheet	• A3	Seasonal Displays	Plant Selection	• A4	Plant Selection and Quality	Plant Quality	• B2	Built Environment	Natural Environment	• B3	Hard Surfaces	Hard Surfaces and Open Grass Areas
Sections:	Urban Marking Sheet	Standard Marking Sheet														
• A3	Seasonal Displays	Plant Selection														
• A4	Plant Selection and Quality	Plant Quality														
• B2	Built Environment	Natural Environment														
• B3	Hard Surfaces	Hard Surfaces and Open Grass Areas														
Q6.	Will all the Regions and Nations be using the new marking criteria?															
Q6A.	<p>Each Region and Nation is approaching the new marking criteria differently.</p> <ul style="list-style-type: none">Some adopted it straight away in 2019, others will be using it for the first time in 2020.All the Regions and Nations are intending to use the new marking criteria in 2020.															

Britain in Bloom Marking Criteria – Frequently Asked Questions

	<p>If you are uncertain about your area please do contact your local Regional or National coordinator. A full list of contact details is available here: https://www.rhs.org.uk/get-involved/britain-in-bloom/register</p>
Using the New Marking Sheets:	
Q7.	What has changed about the marking sheet itself?
Q7A.	<ul style="list-style-type: none"> • Each sub section is scored out of 10 points instead of the previous 20. • The overall score for each entry is out of 100 instead of the previous 200. • Descriptions of what the judges expect to see for each score are included in the marking sheet. • The language is designed to be clear and simple to reduce subjectivity and help judges assess consistently.
Q8.	Will entrants find it difficult to change over from the old to the new marking sheet?
Q8A.	<p>We do not anticipate any specific challenges for entrants moving from the old to the new marking sheet.</p> <p>Those who have done so previously (e.g. The 2018 UK Finalist 'BID/ Town Centre/ City Centre' category entrants and regional Bloom entrants in Yorkshire) have not encountered any specific challenges when moving to the new criteria.</p> <p>Training will be offered at most regional seminars and the UK Finals seminar in 2019.</p> <p>If you do have any concerns please do contact either the RHS Communities Team or your local regional coordinator. See point 12A below for contact details.</p>
Q9.	Should we try assessing ourselves against the new marking criteria?
Q9A.	<p>Self-assessment can be a really brilliant tool to help you improve your entry. By working through the marking criteria in an honest and impartial way you can identify your strengths and weaknesses.</p> <p>By concentrating on your lower scoring areas you can look to improve your overall marks. You can repeat the exercise several times to track your progression.</p>
Q10.	Why does the marking sheet show the medal levels for Horticulture (Section A), Environment (Section B) and Community Section C)?
Q10A.	<p>In the UK Finals the RHS does not share the entrants' scores, only the medal levels awarded. We have found that by showing the medal level achieved for each of the sections (Horticulture, Environment and Community) it helps entrants understand where they have excelled and where they might need to focus their efforts in order to improve in the future.</p> <p>Each Region and Nation handles the sharing of scores or medal levels differently, and this will be reflected in each entrant's reports. For more information about your local Bloom regions please contact them directly, a full list of contact details is available here: https://www.rhs.org.uk/get-involved/britain-in-bloom/register</p>

Britain in Bloom Marking Criteria – Frequently Asked Questions

Q11.	How will judges share their feedback?
Q11A.	<p>The form has expandable sections allowing the judges to provide comprehensive and meaningful comments as much as they deem necessary. They will provide an Overall Impression as well as specific feedback on each entrant's performance in Horticulture, Environment and Community.</p> <p>Please note at the UK Finals the judges also provide face to face feedback to groups at the judges' surgeries. Some Regions and Nations also provide local judges surgeries, this varies between regions.</p>
Q12.	What happens if an entry scores less than 50 marks?
Q12A.	<p>If an entry scores less than 50 marks, they will be given a certificate of participation. In their comments the judges will provide the entry with encouraging feedback, highlighting how they could improve their score in the future.</p>
Q13.	Will the judges assess everything they see?
Q13A.	<p>Your entire tour route is subject to judging; that means what the judges see on the way from one feature stop to another, as well as what they see at all the stops. The judges will expect that your campaign has considered your entire community and not just the high street or the village square and that, where you have "problem" areas (e.g. vacant premises/plots, eyesores etc.), you have plans in place to address these.</p>
Further Information	
Q14.	How can I find out more information?
Q14A.	<p>Please direct any queries to the RHS Communities Team:</p> <ul style="list-style-type: none"> Email: communities@rhs.org.uk, or Telephone: 0207 8213122 <p>Or to the coordinator of your local Bloom Region or Nation. A full list of contact details is available here:</p> <ul style="list-style-type: none"> https://www.rhs.org.uk/get-involved/britain-in-bloom/register

Community Event Proposal

Written by Zoe Scott, Grounds Coordinator and Becky Walsh Communications and Marketing Officer

For Community Services Committee 8th March 2021

Weston Literary Festival

The Town Council has held an array of Community Events in previous years. These have consisted of:

- Talent Shows
- Picnics in the Parks
- Literary Festivals

Whilst the Literary Festival has been the main event for the past 3 years, the Strategy Group has proposed a change to the council strategy away from a specific Literary Festival to an unspecified community event, allowing us to broaden the discussion to what sort of event we would prefer in the future.

The Literary Festival has built momentum and a following within the town through our social media and previous events. It has been recognised that this event is popular with residents and those in the surrounding towns. Members are asked to consider continuing with the Literary Festival however, for the year 2021, the festival will have to be run in a slightly different way due to COVID and ever-changing restrictions in place. The Communications Officer has devised a programme in order to keep the Literary Festival name alive until we can host a “big” event next year in 2022.

Pop-up Lit Fest 2021

Due to COVID planning, any in-person events Literary Festival is problematic. By using 'pop-up' events, we can mix in-person events when possible with scheduled online events. Adding in person literary themes to events that we are potentially hosting in Ellenborough park or at the Old Town Quarry etc.

Online events can be # to the following days:

- March 4: World Book Day.
- April 2: International Children's Book Day.
- September 8: International Literacy Day.

Online events can include interviews with:

- Authors
- Literary agents
- Publishers
- Book readings

These can be themed like a book shop -

- Biographies & Memoirs
- History

- Literature & Fiction
- Sci-Fi & Fantasy
- Teen & Young Adult
- Natural world
- Crime and thriller
- Well-being
- Children's

As part of our Anti-racist and Climate change commitment it would be important to highlight educational books and have interviews and discussions in these subjects.

Interviews can be conducted by staff from many of our departments including the Museum and the Blakehay.

We can also host competitions including a 'black box' playwriting competition that we could put on at the Blakehay as a live stream.

The aim of the 'pop-up lit Fest' is to think of ideas that you wouldn't expect from a literary festival.

This year we have already done this with our noticeboards. The Communications Officer reached out to local authors to create a presentation of their books inside the noticeboards. To draw attention to the noticeboards, solar slow flashing lights were on the inside and to make the darker evenings a little brighter.

For the in-person events ideas can be curated around the event itself, such as wellbeing events day can have readings and authors from those areas of expertise.

As the 4th of March World Book Day is coming up quickly, the communications officer will start putting together a programme of events to be live-streamed onto the Literary Festival Facebook page. It would be good to have a meeting ASAP with all interested parties.

Event Proposal for 2021– Wellbeing and Environmentally focused

On the 3rd February a meeting was held between officers from key service areas who currently host events; The Museum, Blakehay and Grounds. This was to discuss event opportunities which could involve cross departmental working and events which not only benefit the community but also utilise the service areas and their key strengths.

Working together as a team has many benefits. An example of this having been put into practise already was the Halloween Event organised at the Quarry in October 2020. Whilst unfortunately the weather caused the event to be cancelled, the event was extremely well organised and working together across service areas proved extremely beneficial.

Officers have formed a group called “Ever Forward Events” to work across all departments and host events to benefit the community. This group will support the ongoing events agreed by this committee as well as supporting each other's departments with their own events. This style of working allows us to utilise skills and

experience from across the entire council. The group is made up of representatives from The Museum, The Blakehay Theatre and Grounds.

We have come up with an event proposal which will not only benefit the community but also utilise our strengths as departments. It can be organised this year around COVID restrictions.

Councillors will be aware, recently Ellenborough Park West was taken over by the Council and re-opened to the public. We would like to host an event which showcases this beautiful community space, letting people experience the history of the park and where we plan to take it in the future. This park is unique in that no dogs are allowed inside, no play equipment is installed and any benches or other facilities are in keeping with the area and wellbeing culture we want to promote.

Instead of having to remind the public what they **can't** do in this space, we have a positive opportunity to tell people what many things they **can** do in the park and showcasing the opportunities this park has for them.

As officers we are also aware of the current discussions taking place around the climate and how we as a council can contribute to this ongoing effort.

Our event will not only be a wellbeing event but also as eco-friendly as possible with a "less is more message"

Since the opening of the park we have received many requests from local groups such as yoga, drumming circles, art therapy, meditation etc. We want to hold an event which showcases these groups and the programme of activities we plan to hold in the park throughout the year. Taster sessions of what the park is about and how the community can get involved. The park also has significant links to horticulture and arboriculture. The event will host talks and walking tours of the park, high-lighting the importance of the species it is home to. This event would benefit the direct community of Weston-super-Mare and have ongoing impact on how the park is cared for and used in the future.

Another aim we have for the event is to host an outdoor theatre production/play for people to watch and workshops they can take part in.

The physical infrastructure for this event will be minimal and people encouraged to bring their own seating be that cushions, blankets, pop up chairs ect.

We have also recognised how this event could help bring the many cultures of Weston together through a community lunch, with people encouraged to all join and eat together, something practised frequently in many cultures and seen in cities and larger urban areas. There may also be the opportunity to enable our current community partners such as YMCA, Culture Weston, MFA and BME Network to promote their offer during our events.

The event would of course be COVID safe and managed, complying to all current government guidelines and advice.

Budget Breakdown

With £6000 sitting in the Community Events budget the proposed breakdown includes:

£1,500 for Christmas Lights

£1,000 for the YMCA Annual Youth Event

£3,500 for the Wellbeing Event in Ellenborough Park West

Members are requested to:

1. Approve the online schedule of pop up events to keep the Literary Festival momentum in place for 2021.
2. Approve the Wellbeing Event in Ellenborough Park for 2021.
3. Recognise “Ever Forward Events” as the name of the combined asset function within the existing council teams that can and will enable cohesive internal and external events to be planned and take place as appropriate in the future
4. Approve the budget breakdown of:
 - £1,500 for Christmas Lights
 - £1,000 for YMCA Youth Event
 - £3,500 for Wellbeing event in Ellenborough Park West –noting any surplus from this allocation can be used for any further events within the year as deemed necessary (subject to Covid restrictions)

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SUPPORTING WESTON TOWN COUNCIL



Community Services 8th March 2021

Grant Application Summary Report - Report of the Finance Officer

The following grant applications have been received for the committee to consider:

1. The Steepholmers Shanty Band

The amount of financial assistance sought is £2000 for the support of costs for publicity (printing, distribution, media advertising and promotion); Hire of staging and marquee(s); hire of p.a / sound systems and engineers for a festival that is being held on the 6th – 8th August as supported by North Somerset Council.

2. The Worlebury Hillfort Group

The amount of financial assistance sought is £1000 for the purchase of fuel, tools, wildflower seeds and the maintenance of equipment as well as the printing of leaflets to be distributed to visitors. They are a new start organisation who aim to provide educational visits to schools and to increase bio-diversity with wild flowers.

Additional Information:

The full scoring matrix required by the committee for both applicants will be circulated separately alongside the application forms to committee members ahead of the meeting to meet with the agreed process in relation to grant applications.

Our annual budget for small and voluntary grants is £7500 with £6332.00 already being approved in 20/21 with a **£1168 balance remaining**.

Members are requested to:

Consider the above grant applications for decision on grant award

Community Services Committee 8th March 2021

Community Resilience Update and Future Opportunities and Benefits

Report of the Deputy Town Clerk

Executive Summary

The Deputy Town Clerk has been tasked with providing a report to council at the request of a member in order to provide an update on the COVID pandemic project work and also what works are occurring as we begin to come out of the pandemic in 2021. My report will aim to cover both rather than have multiple reports covering the same subject. In addition, and at the beginning of the report It was required to give an overview of the roles involved within this.

Roles to achieve effective Community Resilience

Project delivery - was developed following initial communications from the public into our Comms officer asking what the Town Council will be doing in response to the Covid Pandemic back in March 2020. Following emergency talks with the Town Clerk & Assistant Town Clerk (HR and Admin) it was agreed that the DTC should lead and co-ordinate the town council's efforts with the aim of developing community partnerships that would enable aid to get to the community quickly and as required.

This roles duties to date (but not exclusively) have included:

- Act as Senior Officer on behalf of WSMTC in the co-ordination of Community Response efforts for the COVID pandemic. Liaising with the Town Clerk at all times on work streams and community needs to enable communication back up to councillors as appropriate
- To be point of liaison with NSC (Senior Officers & Councillors) to devise and agree work streams suitable for Emergency efforts for the parish of WSM (80,000 population)
- To develop and utilise WSMTC staff as required from the agreed Community Resilience team working with the Team Leader as such on the delivery requirements (weekly or as required). This was daily during the height of the pandemic
- To oversee the application and sourcing of Grant funding to provide funds directly back to the Community.
- To build community engagement and opportunities within the Town to deliver COVID response and identify future community based projects in line with the council's strategy 2020 – 2024.
- To strengthen relationships and promote the Town Council to NSC – working with NS Together and other towns in the district on shared initiatives as a result of the pandemic.

Other Team members:

The emergency development of a dedicated Community Resilience team at WSMTC which could respond to the needs of the community as a result of the COVID pandemic was formed in March 2020. This has now been made permanent via the Councils GR

committee. This cross departmental team was deliberately chosen and developed with a flexible approach able to expand and contract as required, whilst utilising relevant staff skills as required. This team was formed and up and running within the first 10 days of the pandemic starting, and resulted in the coordination and mobilisation of 3 core community groups and NSC together as partners for this crisis delivery to a community of 80,000 people.

The strengths of this team include:

- Administration and communication skills
- Volunteer support and coordination
- Team leadership skills and co-ordination of COVID response
- Marketing, IT and communications skills
- Development and grant fund writing
- Community liaison and partnership building

Methodology

This report will have consideration for the Town Council's Strategy, and has been developed in discussion with the Town Clerk and from information and aspirations provided by councillors via the committee structures to date. It will provide a review of the Community Resilience initiatives and opportunities for partnership working that have resulted from this.

1.0 Community Resilience – What is this and why was it needed for COVID?

Objectives: COVID pandemic emergency response efforts

To provide effective Community Resilience and engagement to enable future projects to be achieved in line with and to compliment the Town councils core strategic values.

Resources: Community & allocated resource from WSMTC

Budget: No addition budget provision is needed, funding will be sourced as required from external funders and will go directly back into the community.

Cost: Existing staff time only as per personnel resolution (October 2020)

The strength of these efforts came from the community and was not about power or control. Working to demand WSMTC recognised the ability to get it right with the community by working with them in a more proactive role. WSMTC was the facilitator and provided strength and confidence in this process. The enabling role that the team performed without a doubt maximised the community's performance and ability to deliver a 'service' in a very different way. The focus was on supporting the voluntary & community sector to deliver services that they had the 'asset base' to do. This was achieved merely through diverting resources held within WSMTC to where they were needed at the time. This was a bottom up not top down lead approach that developed

innovation and has led to partnerships being formed with all levels of the community with the bigger picture in mind. No one worked in a 'silo' form.

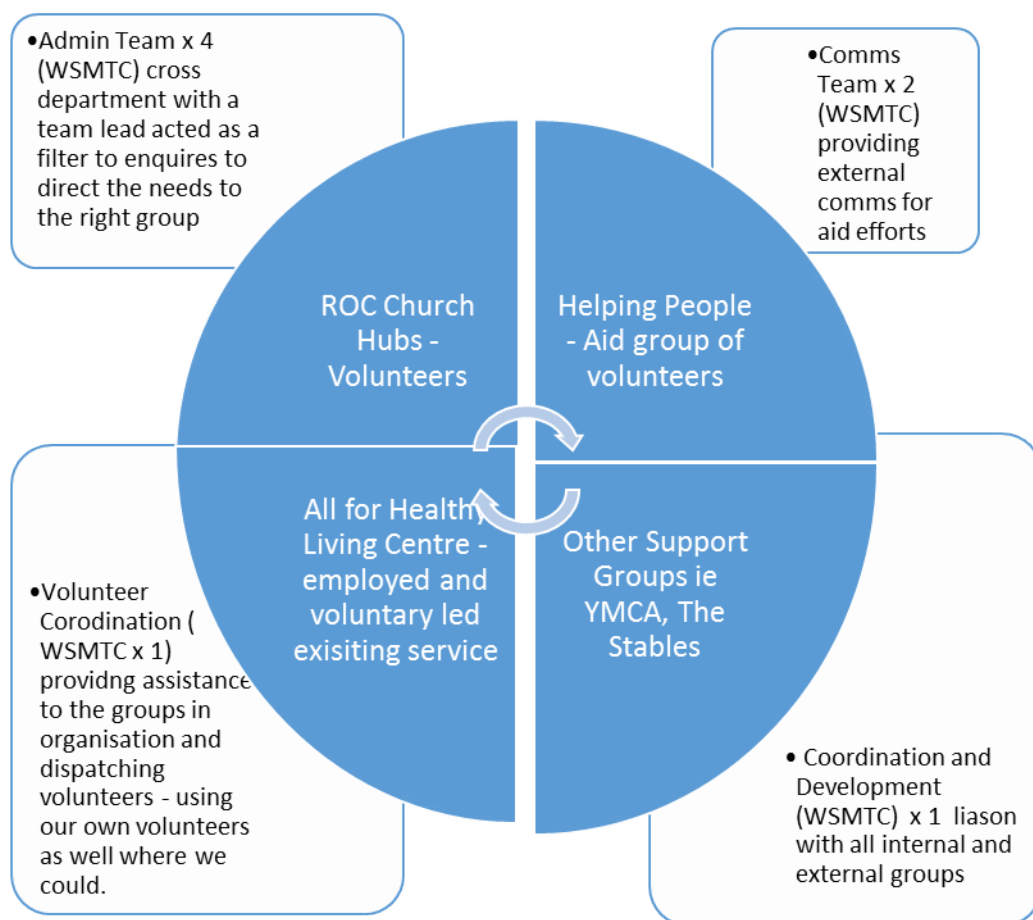
The emergency team here at the council at its largest was 8 staff members with a core of 4 as the stable number. It has subsequently through both lockdowns 2 & 3 and has seen a different focus to that of the first wave. The nature of response now is that which is recognised by national advisory groups - Health and wellbeing. This by default sees the role of all Town and Parish councils up and down the country helping in active ways to support communities. Why? – because it has been recognised as the 'enabler' to influence and provide much needed support and skills to those in a position (the community) to make a difference.

2.0 How did we do it -COVID response?

WSMTC and NSC together (as the public funded bodies involved) applied the 'Complexity theory' to what it did, albeit by default and as result on reflection from the last 6 months combined efforts. The key points in this theory were embraced and as a result saw a surge in community engagement and cohesive working that could now be transferred into how we deliver other community initiatives and also direct service delivery at the council. The principles are as follows:

1. We recognised that this change of 'service need' couldn't be managed in the normal way and needed to respond to the current situation
2. WSMTC recognised that this change of work practice needed to be supported and encouraged to achieve results.
3. WSMTC as community leaders demonstrated the need to learn and adopt a flexible approach to demand and objective.
4. WSMTC maintained open connection with the different parts of our organisation and importantly the community. We saw the essential need to enable self-organisation within teams to embrace diversity of thinking, encourage ideas and adopt new approaches to how we work within the community.
5. WSMTC encouraged feedback loops from the community to understand what was needed on the ground this ensured the response for a community of 80,000 people did not fall into chaos and had mutual respect and reliance on each 'Asset layer'.

Table to show Community Resilience within the Community



4.0 Direct Measurable Data:

At the time of writing this report the following data can be used to assist understanding of progress to date.

Community – Covid Aid:

- 1650 directly received enquiries (via NSC together and WSMTC) have been responded to this includes: every person having been spoken to by telephone (at least once but more often 2/3 times) to enable community resources to be allocated to them
- A data base of help agencies has been developed to aid help responses
- Over 2500 DWP referrals have been written and contacted to establish if aid was required as a result of the pandemic

- Over 400 volunteers were mobilised within community groups to meet pandemic needs (at height of pandemic)
- 3 core Community Partners have enabled response to occur: ROC / Helping People & the AFHLC in addition our existing partners at the YMCA have also supported elements of need.
- WSMTC have lobbied NSC to allow funding to be passed down to get into the community. This is now happening.
- £16,000 of external grant funding has been successfully obtained and passed directly down into the community
- The DTC is now a member of the steering group for the North Somerset Wellbeing collective – who's aims are to ensure that agencies responsible for providing aid are actually doing it. This is alongside NSC, CANS, VANS ALFHLC who are strategic partners already for WSMTC

5.0 Future Projects – linked to Town Council Strategy

5.1 What benefits are there to the aspirations of WSMTC from dedicated Community Resilience methods (for the remainder of 2020/2021 and into 2021 / 2022)?

1. By diversifying and adapting there is potential to deliver community initiatives that benefit the town, in addition our services delivery can be reviewed by using effective, efficient and collaborative ways of working with service partners and through cross departmental working. This aspiration has been included in the recent business reviews and budget setting for 2020/2021.
2. As a result of COVID we have now built new relationships within the community to help us implement parts of the councils' strategy & vision direct examples:
 - 2.1 Addressing food waste and help with Food Poverty via the Climate Change Working Party
 - 2.2 Community Fridge - working with the Sovereign Centre, ROC and local food distributors (due to be completed spring 2021)
 - 2.3 Community Food Clubs – working with AFHLC, Big Worle, ROC, Helping People, Food Bank and the Stable Café. We aim to have 3 food clubs across the town that will become self-sustaining models run by the community itself.
 - 2.4 Development of a community café (Helping People) using connections we have and helping with grant applications.
 - 2.5 Help with Crime and prevention initiatives via the ROC hubs
 - 2.6 Liaise with and be part of the NS Wellbeing collective to encourage better health and wellbeing access across the town

- 2.7 Common Place Website – working with VANS to develop community platform
- 2.8 Pride – working with pride to provide marketing and communication support for future Pride events
- 2.9 Volunteer Development – we are now rolling out volunteering programmes across all our services, linking in with existing agency partners where applicable.

What has developed is a positive change in the ability to deliver projects and services quickly and effectively and not in isolation. The legacy of 'COVID' is being talked about up and down the country, the recently produced government report by Danny Kruger identifies the ability to engage and enhance communities by working in collaboration with other groups and bodies achieving sustained and effective outcomes. The community plays a huge role in this via voluntary contribution and cohesion but this needs to be supported. This process is fully transferable to the delivery of other community initiatives such as:

- Community Events (both internal and external programmes)
- Community, Tourism Marketing & Promotion
- Weston's Place making Strategy objectives – as a partner to represent the community
- Outsourcing community services that we already do – to support costs (dog bins as example)
- Use of volunteers across departments – roll out the process used at the Museum to support service delivery and enhance social wellbeing.

All of the below projects have been a result of having a dedicated Community Resilience team (from March 2020) within the council and would not have had the success or opportunities to develop as such without this in place. Undoubtedly the trust and recognition the Town Council has developed is enabling work within the community to occur and this is meeting strategic objectives.

Table to show future Community Resilience Projects against Strategy.

Strategy Item	Community Resilience Project / development work to achieve this (Directly attributable)
2.4 To encourage community initiatives to the use the town centre to create events and festivals. Fetes, pop up shops etc. & 3.3 To develop and secure the future of Drop in Café's, dementia activities, SEN and wellbeing initiatives, volunteering , mayors charity etc.	Community Café We are currently working with Helping People and have applied for grant funding for them to be able to open a permanent community café within the sovereign centre, talks with the centres manager have already taken place and initial business proposals have been made. The aim is to provide a community hub to compliment the centre that

Strategy Item	Community Resilience Project / development work to achieve this (Directly attributable)
	provides a drop in facility where people can be signposted to help and wellbeing facilities already in place in the town.
2.7 To Actively support Crime and Disorder campaigns within the town, in liaison with the Police and NSC & 3.2 To work with community partners (NSC, Police, Street Wardens) to create a safe environment for local residents	<p>ROC – crime initiatives</p> <p>In addition to the works being done directly with NSC, the Grounds Manager, DTC and Comms Officer are all members of the ROC action group. One explicit action focus has been the development of a Crime and Disorder initiative and mentoring scheme which the Grounds Manager has been part of. This has enabled further access to local police teams and ensures the town council is a prominent part of community initiatives to solve crime in the town.</p>
2.10 Support and increase the range of information available to residents about community base projects, activities and services available to them for the purpose of wellbeing, business and civic pride	<p>Community Comms and Marketing</p> <p>The Comms and Marketing Officer has overseen the COVID response marketing and emergency communications working with the Tourism Officer to achieve this. In addition, our Admin Team Leader is now working directly with NSC Mental Health teams to develop better information sheets that can be accessed by the community as a result of this not being adequate or hard to get to during (COVID). We are continuing to work and support community initiatives and actively promote through our media outlets.</p> <p>Pride – we are working with Pride to help with their marketing of future high profile events.</p>
2.16 Enable people living and working in Weston to participate and engage in decision making easily	<p>NSC Together & partners</p> <p>We have now held 2 x meetings with the CEO at NSC and senior officers with our community partners to directly address how communication into the community is achieved. Communities are now working proactively with the Town Council to achieve common objectives, This should continue to be expanded past current partners to keep this momentum up.</p>

Strategy Item	Community Resilience Project / development work to achieve this (Directly attributable)
<p>Other Principles of the Strategy not specifically referred to:</p> <p>‘Cleaner Greener’</p>	<p>Community Fridge & Food Clubs</p> <p>The Community Resilience team are working with ROC volunteers who have agreed to take over the management of the facility when a location has been secured in the town centre. It is envisaged this will happen in the first half of 2021. The objective is to reduce food waste in the town.</p>
<p>‘Healthier and Happier’</p>	<p>Community Café’s (as at 09.12.20)</p> <p>The community resilience team as a result of lobbying NSC are believed to have secured over £28k to fund community development projects following the COVID pandemic. We are now working with extended community partners (x5) to include Worle with the hope of initiating 2/3 community cafes within the parish. The aim is to address ongoing food poverty in the town with a longer term approach to how this is done. We will now work with the partners within our role as enabler to get this to happen. This will be working with Fair share initiatives also.</p>
<p>‘Healthier and Happier’</p>	<p>Community Assets</p> <p>The community resilience team and town clerk are working with community groups to try to secure assets that can be used for long term community use in the town centre</p>
<p>Cleaner Greener & Health and Wellbeing</p>	<p>Volunteering in the town</p> <p>Using our own volunteering models and utilising our newsletter we are now developing further community volunteers through working in and alongside our existing service provisions, this offer is engaging with existing partners and is intended to develop new groups to enable the community to be actively involved in projects.</p>

Considerations:

Members are requested to:

1. Receive the Community Resilience team report and agree to a standard agenda item for future updates on community efforts to be received.
2. Adopt the principles developed to form a 'Community Resilience Outcomes framework with Community partners (see Appendix 1 below) as a basis of purpose and objective to all future projects involving the Community Resilience team.

Appendix 1

Community Resilience Outcomes Framework

These six over-arching outcomes have been developed to set out a common vision of what can be achieved with effective Community engagement efforts by the Town Council.

They represent different, but combined aspirations of how communities can be enhanced, partly due to the efforts and activities of residents, and partly as a result of the resources and support provided by the Town Council Officers / Councillors and other local agencies/partners.

This model is reflective of ones used nationwide and has been based on ones devised by ONN in June 2020 (Our Neighbourhood Networks)

The Town council as an enabler can instigate, host or set up networks to enable this to happen. They can be as a reaction to demonstrable need (for example the COVID pandemic) or as a result of planned progressive proactive engagement. In addition, it can be a key attendee at groups that already exist to support local and specific initiatives whilst also having the ability to share its own ambitions and involve the community in projects that they are best placed to deliver (for example: community fridge / food clubs/ development of community halls and facilities).

The Town council as a leading Community partner with governance structures in place are able to provide confidence and encourage collaboration across its community by being the stable link between partners, different tiers of government, voluntary and community service providers. This collaborative approach to social outcomes means the communities themselves are able to improve social and wellbeing outcomes in a supported way for the benefit of all.

Community Outcomes Table	
<p>Connectivity reflects the patterns (density and extent) as well as the quality of informal relationships, contacts and formal links between individuals, groups and organisations within the neighbourhoods. It is also about the networks of connections that cross the social and geographic boundaries between local residents and agencies based outside the area.</p>	<p>Collaboration refers to the willingness and opportunities within the communities to work together on joint projects or in ways that provide complementary services and activities. It reflects improved co-operation and better co-ordination, and a decrease in unhelpful competition and unresolved conflicts.</p>
<p>Resilience describes the ability or resourcefulness of communities to respond positively to change and disruption. It is about recovery and creativity, requiring flexibility and persistence rather than rigidity. It shows that communities are able to adapt and evolve new ways of operating by adjusting activities, modifying expectations or changing course to set alternative goals and strategies for reaching them.</p>	<p>Community capability is about the combined knowledge, skills, energy and shared resources that are available within the neighbourhoods' populations so that members of the community can independently establish and maintain projects, activities and locally-run organisations. It includes the level of people's willingness to volunteer to help run and manage small-scale initiatives, as well as those able to take on leadership positions, such as representing residents on wider forums or steering campaigns.</p>
<p>Collective efficacy is based on a shared belief that the community or group is able to influence decisions that affect what happens in the area and to make things happen through its own efforts. It is about the confidence and loyalty that community members have in themselves and each other, and in their trust that local organisations will act in the interests or on behalf on the whole community.</p>	<p>Community Cohesion refers to the values of Equality, Diversity & Inclusion. It is about taking positive action to form and maintain a culture which recognises differences between people and ensuring equality of opportunity whilst recognising diverse needs. It is also about understanding each other and moving beyond simple tolerance to embracing and celebrating the rich dimensions of diversity contained within each individual.</p>

These broad, high-level ambitions overlap with one another and should be mutually reinforcing. The themes described arise from the aims and values established through various community conversations and reflection since the beginning of the project.

The purple sections indicate the kinds of actions that will contribute towards realising each outcome. Progress may be uneven and often difficult to detect using traditional measures but taken together the purpose of the evaluation is to capture the collective impact of everyone's contributions to a long term strategy of social transformation, and build a local movement for change.

Community Services Committee 8th March 2021

CCTV – Update report

Report from the Deputy Town Clerk / RFO

Members will be aware of the upgrade to the towns CCTV system which the council have invested in working with North Somerset Council.

Confirmation has been received that the camera's and control room upgrade have now been completed for some time and they are achieving some really great results with the new equipment in place. The only outstanding issue for Weston apart from final snagging within the contract is that the reporting system is still not yet up and running fully. This is due to COVID and the restrictions imposed. The original plan was to get everything on across the district – all the towns, and then bring the supplier of the system HIK down to do all the snagging in one go. However, with Weston cameras completed a request has been made to HIK to come down to address the town specific issues rather than waiting for the rest of the district. Confirmation of a date to do snagging and the reporting system has not yet been received by NSC as HIK have advised they are not able to undertake site visits with the current pandemic restrictions.

Mobile Camera

Within the upgrade was the requirement by WSMTC to purchase a mobile camera for use across the town (subject to CCTV regulations and suitability). Quotes for this have now been received by NSC with a recommendation that the following unit be purchased to achieve the best results:

360 Vision Camera - One of payment of **£5539.32**

Which is cost of unit and transmission for 2 years. The only additional cost is putting it up and down which is the same for any of the cameras at £304.00

The other quotes ranged between a cost of £3,660 & £7,000 but were not deemed to be the best options for us.

Members are requested to:

1. Note the CCTV update report and approve the purchase as recommended by the CCTV Manager for 1 x Mobile Camera at a cost of £5,539.32 (360 Vision Camera) to meet the original requirements specified by the Town Council.

11. Community Services Committee 8th March 2021

Street Festival/ Public Art Trail - 2021

Report from the Deputy Town Clerk / Assistant Town Clerk (Operational Services)

Members will be aware of the resolution passed by Council in January 2021 within the budget considerations to include the proposal as follows:

1. To use £30,000 of the surplus from this financial year and create earmarked reserves to fund:

Street Art Festival in Weston at some point during 2021/22 (Covid restrictions dependent) - working with Upfest Bristol and Culture Weston - **£20,000**

In order to meet this aspiration, the DTC and ATC had a meeting with Upfest Bristol on 26th February 2021 in order to understand how they would see a 'Street Art Festival' being bought to Weston over the course of 2021. And then a similar exploratory meeting was held with Culture Weston on 5th March 2021

Both meetings were really informative and provided a much needed understanding of what could be achieved with the budget of £20,000 the recommendations from Upfest were;

1. Any Street Festival this year would need to have considerations for the ongoing COVID situation as it changes coming out of lockdown.
2. The event should be marketed as a 'Public Art trail' as terminology around this type of event was important to engage with the community and to attract a far reaching audience than if it was branded as Street Festival.
3. The Festival had the opportunity and would ideally be split into 2 x Parts, this would enable both Upfest Bristol and Culture Weston to deliver the different parts whilst working collaboratively.

4. Part 1 – Upfest

- 4.1 Upfest having already carried out an exercise with Culture Weston already to identify the best locations for the Public Art trail would create and oversee working with Artists to produce a trail over a 4-6-week period.
- 4.2 The budget of £20k would allow approximately 10 pieces of art to be commissioned which was felt to be a good number in a first year of any new Art Festival.
- 4.3 Locations identified would be rated by scale and impact and would include elevated or tall buildings rather than shutters as example. A list of identified buildings has now been provided to the council – further work will be needed with building owners for permission to proceed.
- 4.4 Upfest would be responsible for the sourcing of quality artists, final location choice and all H & Safety. It was recognised that if dates could tie in with the

event in Bristol there was potential to achieve higher class artists as they would be already in the location – and this would save costs and maximise impact.

- 4.5 In relation to Themes – Upfest is happy to have a broad brief from the Council in relation to a preferred theme – but did air caution that this should not be too rigid. They advised that when specific themes were asked for this was likely to see increased costs and would also narrow down the ability for artists to have a creative narrative within their own styles. Which is what in essence the Festival is all about. – Bring diverse art to towns. There is no sign off of the art work as this is self-regulated by the artist. Upfest are very experienced in choosing artists and would match the right artist with the right location and if a broad theme had been identified
- 4.6 The Public Art Trail would aim be completed by May / June 2021 if approval to do so is given at this meeting to allow the process and artists engagement to start. It is not necessarily the case that this event needs to continue in following years and have a long term commitment at this stage this year could be a start / finish project, but there was also opportunity to continue and add to the existing trail and expand the Art trail in future years if funding was made available to do so.
- 4.7 Upfest would welcome the opportunity to make links with publications of the Art work into places like the Museum and Blakehay so more people would have access to it (for example if not able to walk the trail). This could be an event that ties in with the dates of completion or at other times in the year.
- 4.8 Upfest suggests that the trail is kept to a ‘walkable route’ in the first year to maximise impact, this could be expanded if there was a continuation of the festival in future years.

The recommendations from Culture Weston are;

6. **Part 2 – Culture Weston**

- 6.1 Working with Upfest it was identified that Culture Weston are probably best placed to deliver any on the ground events with local artists with the aim of an event held in September 2021 in the town centre to promote and expand and link in with the work done by Upfest.
- 6.2 Culture Weston’s objectives are to bring in the Community Art aspect into the project.
- 6.3 A free event to enhance the works done by Upfest will aim to be held in September 2021 in Central Weston (Venue dependent on available space). The event is subject to necessary funding being achieved.
- 6.4 Culture Weston will support local artists to hold an event that the public can actively participate in, allowing interested people to ‘have a go’ at examples of art that is on display and being promoted, this will be led by the Artists

themselves and will aim to build the capacity of local artists in the longer term. The development of new artists could then help lead future art activity within the town.

- 6.5 Culture Weston will be applying for a Arts Council grant to enrich the Public Art trail and to fund a supporting event (September 2021) This will primarily support local artists to do so, the ability to recognise that £20k has already been invested in a project (from WSMTC for Art Trail x 10 pieces) will improve the chances of success with the application (circa £15k)
- 6.6 Culture Weston will work with Upfest to help make connections with building owners for the Public Art trail.
- 6.7 In addition Culture Weston will work with the ATC to look into bring Art into the councils play areas and skate parks utilising local artists as an additional development of the public art festival.

Members are requested to:

- 1. Approve the suggested Part 1 & Part 2 development of a Public Art Festival as described in points 5.1 – 6.7 above.
- 2. Note the intention to include the £20k funding for the 10 x pieces of art commission via Upfest in the Arts Council Application by Culture Weston to gain funding for Part 2 – the community event in September 2021. Noting that the £20k will only be used for the Upfest element as this needs to remain allocated to this element to ensure the success of the Art Trail.
- 3. To approve that Culture Weston will work with Upfest to create an outline 'creative brief' which will be used for both Part 1 & Part 2 of this project and event programming. This would be shared with the Town Council and will have regard for all local needs.
- 4. Meetings will be set up at 2 weekly intervals with Upfest, Culture Weston and WSMTC officers to progress the event and allow future reports back to this committee.

Community Services Committee 8th March 2021

Public Toilets Contract – Update report

Report from the Deputy Town Clerk / RFO

Members will be aware of the transfer to a fully maintained and cleaning contract which was successfully awarded to Healthmatic Ltd following the tender exercise undertaken.

Confirmation has been received that the Contract will transfer on 15th March 2021. All relevant transfers from the existing contractor are being finalised to meet this date.

One of the items included as an extra and approved by council was the upgrade of the coin entry mechanism units at each of the 5 toilet blocks at a cost of £5,950. Following on from site surveys and compatibility to do so there will be a delay in this element only that will be ongoing after the transfer date of 15th March – it will not affect use of the toilets by the public in the meantime.

There are however options in relation to the coin pay that Healthmatic need the council to approve as the units vary in cost depending on what the preferred method of entry is (i.e. completely contactless card payment only or coin and card pay option).

The following has been provided by Healthmatic:

Cost Options for Contactless Install

1.0 As per Tender – install Contactless Onyx units on the front of the existing coin pays. Take the Coin pays out of commission. We will also fit a door lock/unlock to the interior. Cost - £5950.

As per the Tender Notes – Remove the current coin pay front panels and interior. Replace front plate with new plate and recess the Onyx unit into this. As above, fit the door lock/unlock buttons. +£190 per cubicle - Cost - £7280.

2.0 If you wish to retain coin access in tandem with contactless - Remove the current coin pay units completely. Create space required for new combined coin/contactless unit and fit interior lock/unlock. Fit new combi unit which will allow a user to enter using coin or card– Cost for this option for 7 cubicles will be £17,800. (7 off at £2550)

3.0 As an alternative to the above – you could fit just one cubicle with the combi unit at Grove Park and the other two cubicles run on just contactless – This would reduce the cost to £14,830. (5 off at £2,550, and 2 off at £1040)

Members are requested to:

1. Approve door entry payment system 1 or 2 above for installation at the public toilets. Noting that option 2 will require approval by P & F or Town Council as it is in excess of budget provision previously agreed.